



## **Accessibility Advisory Committee**

### **MINUTES**

**Date:** June 9, 2022  
**Time:** 4:00 pm  
**Location:** Virtual Meeting

**Members:** Peggy Anne Gordon, Chair  
Deborah Muldoon, Vice-Chair  
Councillor Robertson  
Rosa Bustamante  
Ruth Sheridan  
David Underwood

**Regrets:** Matthew Lam

**Staff:** Andrea Coyne, Manager of Elections, Policy and Print Services  
Lisa Vallis, Manager of On Demand Services  
Jill Marcovecchio, Council and Committee Coordinator

**Also Present:** Town Staff:  
Marija Radomirovic, Elections Officer

**A virtual meeting of the Accessibility Advisory Committee was held on June 9, 2022, at the Oakville Municipal Building, commencing at 4:00 p.m.**

**These minutes will go forward to the Council meeting of July 12, 2022, for approval. Please view those minutes to note any changes Council may have made.**

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#### **1. Regrets**

As noted above.

#### **2. Declarations of Pecuniary Interest**

No declarations of pecuniary interest were declared.

**4. Discussion Item(s)**

*In accordance with Section 2(8) of the Procedure By-law, the items were considered out of order.*

**4.1 Election of Chair and Vice-Chair 2022**

Jill Marcovecchio, Council and Committee Coordinator, called for nominations for the position of Chair of the Accessibility Advisory Committee for the year 2022. Deborah Muldoon nominated Peggy Anne Gordon for the position of Chair. Peggy Anne Gordon accepted the nomination.

There being no further nominations put forth, the nominations were closed on a motion by David Underwood.

Moved by Deborah Muldoon

That Peggy Anne Gordon be appointed Chair of the Accessibility Advisory Committee for the year 2022.

CARRIED

Jill Marcovecchio called for nominations for the position of Vice-Chair of the Accessibility Advisory Committee for the year 2022. David Underwood nominated Deborah Muldoon for the position of Vice-Chair. Deborah Muldoon accepted the nomination.

There being no further nominations put forth, the nominations were closed on a motion by David Underwood.

Moved by David Underwood

That Deborah Muldoon be appointed Vice-Chair of the Accessibility Advisory Committee for the year 2022.

CARRIED

*Peggy Anne Gordon assumed the Chair.*

**3. Confirmation of Minutes of Previous Meeting(s)**

Moved by Ruth Sheridan

That the minutes of the Accessibility Advisory Committee meeting of March 10, 2022, be approved.

CARRIED

#### **4. Discussion Item(s)**

##### **4.2 Discover Ability Network**

Andrea Coyne, Manager of Elections, Policy, Print Services, introduced Donald Guse Salah, Program Manager, Discover Ability Network (DAN), Ontario Chamber of Commerce.

Donald Guse Salah reported on how the Discover Ability Network (DAN) connects businesses to diverse talent, and the benefits of being an inclusive employer as provided in the PowerPoint presentation. Mr. Guse Salah provided an overview of DAN, which is a job matching platform that connects businesses to job seekers with disabilities to meet business and workforce needs; free training on disability, inclusive recruiting, disclosure, accommodations in the workplace and building an inclusive workplace; and networking events that connect employers to job seekers, to build disability confidence. Mr. Guse Salah advised that he was reaching out to the committee in an effort to connect with them on this program, and their resources that are available which can be shared with the members' networks. Mr. Guse Salah welcomed the members to connect with him on the program.

The committee was pleased with the DAN program, and the possibility of connecting with networks in the community, such as CNIB.

The program manager responded to questions regarding the DAN program, advising of the following:

- working with others who do advocacy work in terms of the Ontario Disability Support Program (ODSP), and providing education;
- training for job seekers is dependent upon community partners;
- post secondary training;
- bringing in partners and running workshops on disability training, providing guidance, and connecting with employment support organizations in the community is ongoing;

- information on job seeker and employer infographics (factsheets), and contact information will be provided to staff and it will be shared with the committee;
- working with CNIB;
- businesses that are inclusive;
- job seekers and employment; and
- an updated presentation will be provided to the committee as one of the sides has changed since the original presentation was distributed prior to the meeting.

Andrea Coyne responded to a question on networking, advising that staff from Human Resources will connect with DAN staff to learn more about the service as the town works to develop and implement its human resources diversity, equity, and inclusion plan.

*Peggy Anne Gordon transferred the Chair to Deborah Muldoon in order to speak to this item.*

*Peggy Anne Gordon resumed the Chair.*

Moved by Deborah Muldoon

That the presentation from the Ontario Chamber of Commerce on the Discover Ability Network, be received.

CARRIED

#### **4.3 2022 Municipal Election Accessibility Plan**

Andrea Coyne, Manager of Elections, Policy, Print Services, reported on the 2022 Municipal Election Accessibility Plan as provided in the PowerPoint presentation. Ms. Coyne advised that the *Municipal Elections Act* requires the Clerk to prepare an accessibility plan to identify, remove, and prevent barriers that may affect electors and candidates with disabilities. Ms. Coyne outlined the objectives of the plan and the actions taken to meet these objectives, including communication and information, voting locations, voting opportunities, and accessibility initiatives. Ms. Coyne asked for the committee's feedback on the municipal election accessibility plan before and during the election period. She advised that the plan will be posted to the town website.

The committee was pleased with the municipal election accessibility plan and accessibility initiatives.

The committee provided the following comments for consideration:

- voting during COVID was a concern;
- election officials are accompanied with someone going into private rooms in long-term care facilities;
- the different voting methodology used in municipal and provincial elections, such as paper or machine; and
- consideration be given to providing free transit to persons other than only seniors on election day in order to get more voters out.

Staff responded to questions regarding municipal election accessibility plan, advising of the following:

- staff work closely with long-term care facilities on voting setup, voting rooms are setup in larger retirement homes, and voting needs depend upon the facility;
- staff are working thru the process in terms of residents and facilities, and election training;
- voting locations are inspected by election officials, some of the voting locations have been used in previous elections, and the accessibility checklist is a comprehensive list which includes things such as, fridge, and outlets;
- training of election officials to use tabulators in the municipal election, online revisions and in person at the voting location; and
- staff have been working with Oakville Transit to secure transit passes for voting locations, and are looking at providing Transit service for the 2026 Municipal Election.

Moved by Rosa Bustamante

1. That the report dated May 31, 2022, entitled 2022 Municipal Election Accessibility Plan, from the Clerk's department, be received.
2. That the 2022 Municipal Election Accessibility Plan be endorsed.

CARRIED

**5. Information Item(s)**

**5.1 RBC partners with CNIB Frontier Accessibility to improve accessibility for Canadians**

**5.2 CNIB Save The Date: Connecting the Dots 2022**

Moved by Rosa Bustamante

That the information item(s) be received.

CARRIED

**6. Date and Time of Next Meeting**

September 8, 2022

Oakville Municipal Building

Meeting TBD - 4:00 p.m.

**7. Adjournment**

Moved by David Underwood

That this meeting be adjourned.

CARRIED

The meeting adjourned at 4:51 p.m.