



Burlington's Accessibility Advisory Committee Meeting  
Agenda

**Date:** February 8, 2024  
**Time:** 7:00 pm  
**Location:** Hybrid meeting- Virtual and Room 247 City Hall  
**Contact:** Committee Clerk, Suzanne.Gillies@burlington.ca, 905-335-7600, x 7862

Pages

**1. Land Acknowledgement:**

Burlington as we know it today is rich in history and modern traditions of many First Nations and the Métis. From the Anishinaabeg to the Haudenosaunee, and the Métis – our lands spanning from Lake Ontario to the Niagara Escarpment are steeped in Indigenous history. The territory is mutually covered by the Dish with One Spoon Wampum Belt Covenant, an agreement between the Iroquois Confederacy, the Ojibway and other allied Nations to peaceably share and care for the resources around the Great Lakes.

We would like to acknowledge that the land on which we gather is part of the Treaty Lands and Territory of the Mississaugas of the Credit.

**2. Declarations of Interest:**

**3. Approval of Minutes:**

3.1 Approval of the minutes from the meeting held January 11, 2024.

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**4. Delegation(s):**

**5. Regular Items:**

5.1 Port Nelson Park and Playground - Kim Napier, Landscape Architect providing a presentation

5.2 Accessible Trick or Treating

5.3 AccessNow Map Mission Day 2024

5.4 2024 Workplan discussion and final approval

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5.5 Updates from Committees:

Discussion regarding representatives on committees.

- a. Seniors' Advisory Committee
- b. Inclusivity Advisory Committee
- c. Integrated Transportation Advisory Committee

**6. Other Business:**

**7. Adjournment:**



## **Burlington Accessibility Advisory Committee Meeting**

### **Minutes**

Date: January 11, 2024  
Time: 7:00 pm  
Location: Hybrid meeting- Virtual and Room 247 City Hall

**1. Members Present:**

Adam Spencer, Don Prescott, David Owen, Cheryl Hurst, David Quezada, Pat Debly, Cindy Bond

**2. Others Present:**

Councillor Paul Sharman, Judi Lytle (Accessibility Coordinator), Suzanne Gillies (Clerk)

**3. Member Regrets:**

Ken Harris, Brian Sylvester, Jill Randall

**4. Land Acknowledgement:**

The Chair read the Land Acknowledgement.

**5. Declarations of Interest:**

None

**6. Election of Chair and Vice Chair**

On motion, Adam Spencer and Don Prescott were elected as Chair and Vice Chair, respectively, to the Burlington Accessibility Advisory Committee for the term to expire December 31, 2024.

**7. Approval of Minutes:**

7.1 Approve the minutes from the meeting held November 9, 2023

On motion the minutes from the meeting held November 9, 2023 were approved as presented.

**8. Delegation(s):**

None

**9. Regular Items:**

9.1 International Day of Persons with Disabilities debrief

Adam spoke about the success of the flag raising at City Hall on December 1, 2023. The turnout was incredible and thank you to representatives from the Special Olympics for attending.

Cheryl spoke about the engagement project done with some schools in Halton. Four elementary schools participated in providing a display that connected with the theme of IDPD. Cheryl took the participants thank you notes and city pins.

The committee discussed if there would be an opportunity for participating students to present to Council during future IDPD events. There would be two opportunities for students to speak to Council, IDPD and NAAW where there is a proclamation on the agenda.

The committee had a discussion around the need for print media to promote events that the committee does, as well as successes after events. What is the City doing now that the Burlington Post is no longer in circulation? Suzanne to follow up with Communication staff regarding options moving forward.

9.2 Burlington Accessibility Design Standards - working group

Judi will send out an email to the committee looking for interested members to participate on a working group to provide feedback to the next addition of the Burlington Accessible Design Standards. This would include some additional meetings.

9.3 Patio Guidelines (possible delegation)

Judi advised the committee that a report dealing with patio guidelines will be on the February Committee of the Whole agenda. This committee has provided feedback on the guidelines.

The committee members agreed that they should delegate to this item. Cindy, Don and Cheryl will prepare a delegation to be shared with and approved by the committee.

9.4 Coordinators report

Judi highlighted the conference she will be attending regarding accessible housing and disability. She has been invited to create a priority list core

set of principles for the needs of accessible housing which will inform the next set of standards. Judi will report back.

9.5 2024 Workplan and budget discussion (2023 workplan attached)

The committee discussed the 2024 workplan in detail. Discussions included the following:

- Can we get schools/students involved in accessible Halloween? Other municipalities have a special page on their websites. How can we get involved in promoting accessible street Halloween parties? Can we have the 'accessible trick or treat' signs in facilities?
- Can we support the Library with testing digital presence and physical spaces for accessibility?
- Farmers Market?
- Accessible award during National AccessAbility Week (NAAW)
- Readability during NAAW
- Booth at the mall - Cindy will inquire if this is a possibility
- Appleby Line Streetfest and Orchard Community Picnic

9.6 Updates from Committees:

a. Seniors' Advisory Committee

No update

b. Integrated Transportation Advisory Committee

No update

c. Inclusivity Advisory Committee

No update

9.7 2024 Meeting schedule

On motion the 2024 meeting schedule was approved as presented.

**10. Other Business:**

Thank you to Pat for filling the Vice Chair roll in 2023.

**11. For Information:**

11.1 Donovan Report

11.2 Statistics Canada - Canadian Survey on Disability (CSD)

**12. Adjournment:**

Chair adjourned the meeting at 8:45

Burlington Accessibility Advisory Committee (BAAC)  
2024 Workplan Draft

Item	Details	Lead/Interested members	Budget
Continuing/ongoing initiatives	<ul style="list-style-type: none"> <li>• Provide advice to staff and council on accessibility in City of Burlington by-laws, policies, programs, services, and facilities</li> <li>• Liaise and participate with other citizen advisory committees</li> <li>• Outreach to other organizations to participate in BAAC lead events and initiatives (Special Olympics for example)</li> <li>• Continue to create connections with residents</li> <li>• Support Transportation staff with RespectTheSpace</li> </ul>	Group effort	\$0
Participate in public education opportunities	<ul style="list-style-type: none"> <li>• National AccessAbility Week (NAAW) – deliver an event</li> <li>• <b>Mobi Mats – communication plan to educate residents on the proper use of the mats?</b></li> <li>• Participate in trade shows, resource fairs, conferences, events, farmers market</li> <li>• Food for Feedback – participate with a booth including surveys and give aways</li> <li>• Accessible Trick or Treat – look into a partnership with local community group and actively promote the initiative – can we partner with an existing city program? Love my hood? Look for community groups/facebook community groups</li> <li>• International Day of Persons Living with Disabilities Day (IDPD) event including flag raising and proclamation</li> </ul>	Lead - TBD	\$1,000
Accessibility Award	<ul style="list-style-type: none"> <li>• Award presented during NAAW</li> <li>• Named after Ron Baliko</li> </ul>		\$1,000

AccessNow	<ul style="list-style-type: none"> <li>• Populate AccessNow with accessible Burlington locations</li> </ul>	Lead - TBD	
Joint ACC's Halton meeting	<ul style="list-style-type: none"> <li>• Support staff with hosting joint ACC halton meeting</li> </ul>		1,000
<b>Total Costs</b>			

Other initiatives to consider:

- Readability - as part of NAAW?
- Booth at Burlington Centre
- Attend Appleby Line Street Festival and Orchard Community Picnic