



## MINUTES

### Corporation of the City of Cambridge Cambridge Accessibility Advisory Committee

May 31, 2021

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**Committee Members in Attendance:** Barb Schutz, Jamie Griffis, Erin Moerman, Sheri-Lyn Roberts, Dan Lajoie, and Councillor Shannon Adshade.

**Note: The meeting proceeded without quorum by the discussion of agenda items without votes.**

**Members Regrets:** Scott Lindsay, Robert Rappolt, and Councillor Mike Devine.

**Staff Members in Attendance:** Briar Allison, Council Committee Services Coordinator; Mary Kennedy, PMO Analyst; Danielle Manton, City Clerk; Vanessa Lopak, Supervisor of Accessibility and Diversity Services; and Stephan Crispin, Landscape Consultant.

#### **Meeting Called to Order**

The meeting of the Accessibility Advisory Committee of the Corporation of the City of Cambridge was held in virtually via zoom. Committee Chair Dan Lajoie welcomed everyone present and called the meeting to order at 1:03 p.m. and the meeting adjourned at 2:14 p.m.

#### **Disclosure of Interest**

There were no declarations of pecuniary interests / conflicts of interest.

#### **Presentations**

None

#### **Delegations**

None

#### **Agenda Items**

7.1. Capital Projects – Mary Kennedy, PMO Analyst, Asset Management and PMO

Danielle Manton, City Clerk provided background information on how the committee has gotten to this point.

Using a powerpoint presentation, Mary provided information to the committee regarding the project management office and capital projects. A question and answer period then took place.

Discussion included:

- Consultation framework (Decision Tree)
- Capital approval process
- Project information and communication plan
- Next steps

Mary will be presenting at the June 21<sup>st</sup> Accessibility Advisory Committee meeting on the 2021 capital projects menu and project information. Mary will continue to provide the Accessibility Advisory Committee with semi-annual updates on the City's capital projects.

#### 7.2. Advising Council – Danielle Manton, City Clerk

Danielle provided the committee with helpful information.

#### 7.4. Accessible Customer Service Signage – Lisa Keys, Managers of Facilities

Item is to be deferred until June.

#### 7.5. Coalition of Inclusive Municipalities Update – Vanessa Lopak, Supervisor of Accessibility and Diversity Services

Vanessa provided clarity and an update surrounding the coalition of inclusive municipalities. A question and answer period then took place.

#### 7.6. Saginaw Sub-division – Stephan Crispin, Landscape Consultant

Using a powerpoint presentation, Stephan provided the committee with information. A question and answer period then followed.

**Other Business**

2.1 Chair Report

National Accessibility Week runs from May 30- June 5, 2021. Check out the exciting events that are offered on the Events Calendar.

2.2 Councillor’s Report

A Preston Auditorium report will be coming forward to Council in the near future, this will also come forward to the committee.

2.3 Staff Report

None.

**Next Meeting**

Date & Time: Monday, June 21st, 2021 1:00pm-3:00pm

Location: Zoom

**Close of Meeting**

Dan Lajoie

Chair

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Dan Lajoie

Briar Allison

Council Committee Services Coordinator

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Briar Allison