



**Adam A. Donaldson** @adamadonaldson

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Just waiting for this month's Accessibility Advisory Committee Meeting to get underway. This is what's on the agenda:



**MEETING PREVIEW: Accessibility Advisory Committee for December 2...**

In the last official City of Guelph committee function of 2022, the Accessibility Advisory Committee will meet for the first time this term to talk about a couple of pressing issues and do some ori...

<https://guelphpolitico.ca/2022/12/18/meeting-preview-accessibility-advisory-committee-...>



After a brief moment of technical issues, we're getting started with the meeting.

Today's agenda has been approved. <https://pub-guelph.escribemeetings.com/FileStream.ashx?DocumentId=32881>.

Approval of minutes? Member Lorelei Root says that she noted that there were a number of comments made during a presentation of traffic calming that many felt were ableist. That's not noted in the minutes.

Root calls it "the most difficult AAC meeting I've ever sat through" and feels that there needs to be a professional annotation that language used in the presentation was hurtful.

The chair asks if Root would like to make a motion, and she does: That members of the AAC expressed concern about the content and tone from both the presentation and the staff responses as ableist, offensive, inappropriate and harmful.

That motion is carried. Staff say that they will add the motion to the revised minutes for December.

Member Elizabeth Lowenger asks what kind of training that staff get when it comes to ableism and accessibility. Staff say that presentation will come to committee in February.

We're now beginning the orientation presentation.

Sarah Cunneyworth the accessibility co-ordinator is presenting along with Leanne Warren, the Accessibility project specialist, plus City Clerk Stephen O'Brien and board & committee co-ordinator Elizabeth Barber.

Purpose of the committee? To advise staff and council about how to carry out its responsibilities under the AODA and the City's Strategic Plan. They can influence, recommend and advise as they look at barriers to facilities, services and policy at the City.

The AAC does not make decisions, but recommendation from an accessibility perspective. Council expects to receive recommendations from committee that reflect individual and collective knowledge and perspectives from the public.

Staff responsibilities? They have to balance direction from council, legislation and policy and the insight from committees.\*

(\*File this for later)

AODA requires consultation on things like Design of Public Spaces of DOPS, which covers all kinds of things like recreation amenities, and parking spaces.

AAC has to participate in site plan review for all applications under industrial, commercial, and multi-residential use. Individual AAC members volunteer for those meetings, which takes place every two weeks. And yes, Bill 23 may impact this process.

We're now reviewing the Code of Conduct. Member Svehla asks about the sharing of committee emails among the committee members. Staff say they have to be careful that it doesn't look like that the AAC is meeting in an "official capacity" even w/o quorum.

O'Brien adds that privacy rules are to respect the use of people's contact info, members can share their info if they like, but the City will not share it. Svehla asks if there's a consent form for members? O'Brien says they could provide that...

... and that it's certainly permissible for members to hang out and socialise. The concern is "materially advancing" the work of committee, two member can't meet and talk about the business of committee, that's a breach.

Root asks for further clarity, they can talk about what a rough meeting the last one was, but they can't meet and come up with directions? O'Brien says a meeting's a meeting when a quorum is advancing business of that committee. But a quorum of members can hang if they like.



Svehla asks about how items of interest become agenda items, and how offline conversations might lead to business on a future agenda. Staff send out a call for agenda items one month prior to the meeting and staff will work with the member to find a spot.

Member Mike Ashkewe asks if they need a motion to get the consent form. O'Brien says that's not necessary, just send him a remind. Ashkewe gets confirmation: It's okay for members to "party on" in a social sense? O'Brien confirms.

Root asks if she emails two members and asks for feedback about advancing an agenda item, is that okay? O'Brien says there's no issue reaching about potential agenda topics with the chair or staff, or feeling out other members one-on-one.

Root, on a different matter, asks about bringing things to the AAC before council. She talks to councillors all the time about accessibility matters b/c she's trying to act more urgently. She says like it feels as if members are being gaged...

...Warren says that acting as a rep of AAC when talking to a councillors is a no-no, but members acting on their own as residents with a concern is certainly permissible.

Back to making the agenda, Svehla asks if there's time for members to bring forward things of interest without formalising it in the agenda. Cunneyworth says they're always try to make room for that. You will note in the AAC agenda, that they set times for a topic.

Ashkewe asks if there's a reason why they can't meet more. Warren says it's outlined in the terms of reference, which will be reviewed in 2023.

We're now reviewing the practices for members of the committee, including how to prepare for a meeting and what member responsibilities there are in the business of a meeting.

Ashkewe asks about being unable to use the chat function in meeting, because there could be members unable to talk. O'Brien says they would work with someone with such a disability if its brought to staff attention, but is unaware of an instance that came up before.

Ashkewe suggests a DM option, Zoom has it but is unsure if that option's available in Teams.

These next three slides are kind of handy, not just for understanding the business of AAC, but understanding the business of all committee and council meetings:

### Meeting Agenda Terminology Explained

- 1. For Information** – Something has taken place or there is an event that the Committee members should be aware of. For example, Access Recognition Awards by the Guelph Barrier Free Committee
- 2. For Recommendation** – Committee will make a motion that provides a recommendation to Staff or Council
- 3. For Discussion** – Committee will discuss a topic and provide the Liaison with direction. For example, topics reported in detail to Council
- 4. For Engagement** – These note the formal engagement of committee members on topics, usually directly related to the Engagement requirements in the AODA

### Process Guide: Advisory Committee Motion

- 1. "Name it" – Name the problem/opportunity and what it includes**
  - Example: Curb ramps needed where park trails end
- 2. Gather Information**
  - Objective perspectives
  - Valued perspectives are said/heard by all
- 3. Alternatives are developed**
  - Clear understanding of what will be discussed
  - Expanding (details) on alternatives to be evaluated
- 4. Objectively evaluate all input**
  - Balanced alternatives that include stakeholder opportunities, questions, and problems
  - Example: Consider if this a true barrier or preference

### Make the motion effective

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graph TD
    A[Effective Motion] --- B[#1 Name it]
    A --- C[#2 Gather Information]
    A --- D[#3 Alternatives are developed]
    A --- E[#4 Objectively evaluate all input]
  
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### Motions

**Limits on motions and recommendations:**

- A motion relating to a matter not within the Terms of Reference of an advisory body is not in order

**Purpose of motions:**

- Proposes an action regarding an item that is currently before the AAC and was listed on an agenda

**Motions can be:**

- Debated (discuss the motion);
- Amended (change the motion, amendments which are contrary to the main motion are not in order);
- Referred or deferred (referrals send an item to another person or body and deferrals send it to another time)
- Carried (a majority of AAC members agreed with the motion)
- Defeated (a majority of AAC members disagreed with the motion); or
- Withdrawn (motions that have been moved and seconded can only be withdrawn with the consent of the committee)

**Other common motions:**

- End the meeting – "I move to adjourn"
- Acknowledge a matter and take no further action – "I move to receive (XX)"

**Less common motions:**

- End debate on a motion – "I move to call a vote on the motion"
- Reconsideration (a previous resolution of the AAC can only be reconsidered if a motion to reconsider passes with a 2/3 majority and the mover and seconder voted in the majority with respect to the previous decision)

A startling glimpse at things to come (AAC edition):

## Expected significant topics for 2023

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**Engage with Parks Planning regarding playground service levels and other projects**

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**Review site plans as part of Internal Site Plan Review Process – new Provincial law impacts**

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**Opportunities to recommend going beyond AODA and OBC minimum requirements**

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**Guelph Transit Services updates – Mobility and conventional services**

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**Review Patio Program Guidelines for 2024 recommendation**

Svehla asks about the meaning of "objectivity" when making a motion, a lived experiences facts for example? Staff say that if it has to do with colour contrast, then yes, that's something they want to know about, if it's a matter of not liking a colour, maybe not.

Root asks about the election of a new chair and vice-chair, because that elxn won't happen till the Feb. meeting and it seems a bit long to wait. Staff says the chair and vice-chair are elected at the first meeting of the year, the focus on this meet was orientation.

Root says that she doesn't like the idea of the AAC going for months without a chair, and at past meeting its been noted that staff get more time to speak than the AAC members, so there's lots of things needing to be discussed. Staff say they will take it under advisement.

We're coming up on 5 pm, and committee has to decide if they're going past 5 pm. Jen Popkey asks what people are thinking. Ashkewe agrees with Root that there should be something in January. Root notes that the committee can call a special meeting.

O'Brien says committee can reschedule or cancel a meeting in consultation with staff and should give the public as much notice as possible.

Root moves to call for a special meeting in January, likely the third Tuesday of the month (Jan 17) to complete the Dec. agenda. Root is asked if they should vote for chair/vice-chair at the meeting, and she agrees.

Svehla seconds the motion, and it passes unanimously.

So the time is 5 o'clock, which means meeting adjourned.



[@threadreaderapp](#) Unroll please!

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