



**The Corporation of The Town of Cobourg**  
**Accessibility Advisory Committee**  
**MINUTES**

**November 25, 2020, 10:00 a.m.**  
**Electronic Participation**

Members Present: Jerry Ford  
Susan Caron  
Elizabeth Sheffield  
Aaron Burchat  
Kathryn Richards  
Troy Mills

Staff Present: Jamie Kramer

Staff Absent: Laurie Wills, Director of Public Works  
Brent Larmer, Municipal Clerk/Manager of Legislative Services

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**1. CALL TO ORDER**

Chair Sue Caron called the Meeting to Order at 10:07 A.M.

**2. APPROVAL/ADDITIONS TO THE AGENDA**

**Moved by** Kathryn Richards

THAT the Agenda dated November 18, 2020 be approved as amended.

**Carried**

**3. DECLARATIONS OF INTEREST BY MEMBERS**

There were no Declarations of Interest Declared by Committee Members.

**4. ADOPTION OF MINUTES**

- Change the minutes to be Zoom rather than Market Building.

**Moved by** Kathryn Richards

THAT the minutes dated October 21, 2020 be adopted as presented.

**Carried**

**5. DELEGATIONS/PRESENTATIONS**

**6. COMMUNICATIONS/CORRESPONDENCE**

**6.1 Adam White, Citizen of Cobourg, regarding the accessibility of the downtown area in Cobourg.**

- J. Kramer provided context around the correspondence from Adam White and stated that the Accessibility Advisory Committee can provide more information and context for what accessibility can look like in the Downtown area of Cobourg.
- E. Sheffield: Invite Adam to be a part of the downtown walk for education and awareness.
- S. Carron: Could we invite Adam to be a part of the Accessibility Advisory Committee to fill the spot.
- T. Gainforth provided context on how the DBIA works to encourage barrier-free pathways including overhanging branches. Any messages from the AAC can be sent to Tracey and then provided to the DBIA.

**7. REPORTS**

**7.1 Jamie Kramer, Accessibility Coordinator, regarding the results of the Engage Cobourg campaign for and the final draft of the Multi-Year Accessibility Plan 2020 to 2024.**

- J. Kramer outlined the changes in the Multi-Year Accessibility Plan and the approval at Council.
- K. Richards suggested using alternative forms of communication about the Multi-Year Accessibility Plan and any education and awareness campaigns.

**7.2 Jamie Kramer, Accessibility Coordinator, regarding the 2021 Work Plan for the Accessibility Advisory Committee.**

- J. Kramer outlined what was on the work plan for the Accessibility Advisory Committee and how that would overlap with the Multi-Year Accessibility Plan.

**Moved by** Susan Caron

THAT the 2021 Work Plan be approved and provided to Council.

**Carried**

**7.3 Jamie Kramer, Accessibility Coordinator, on behalf of Laurie Wills, Director of Public Works, regarding prioritizing APS signals for the Town of Cobourg.**

- S. Carron: Elgin/Rogers because of the Metro and the need for more accessibility in this area. This intersection is the issue.
- E. Sheffield: Often see people walking around Burnham/DePalma and the need for this here because of the hospital.
- T. Mills asks for a clarification on if it is supposed to be all four corners
  - Councillor Burchat responds that when they have one corner with would be four sides to it.
- E. Sheffield asks if we can separate out and do four separate items on corners.
  - Councillor Burchat states that they put in one and that is for the full corner.
- Councillor Burchat states that logically, the next one would be Elgin/Ontario since it would create a full path for people to move around. The one near the hospital (Burnham/DePalma) would probably be the most important.
- K. Richards/E. Sheffield: Elgin/Frei because of the Y being there and the need for it and it is Dangerous.
- S. Carron: The word dangerous was used so we should be focusing on those first.
- K. Richards: Ask for Rogers and Frei.

**Moved by** Kathryn Richards

THAT the intersections of Elgin/Frei and Elgin/Rogers be the priority intersections for the APS signals for the 2021 year.

**Carried**

## **8. NEW BUSINESS**

Elizabeth Sheffield joined the meeting at 9:52 am.

Jerry Ford joined the meeting at 9:55 am.

Kathryn Richards joined the meeting at 9:55 am.

Susan Caron joined the meeting at 10:04 am.

Aaron Burchat joined the meeting at 10:04 am.

### **8.1 Sue Carron, Accessibility Advisory Committee Chair, regarding creating a permanent position at the Town of Cobourg under the title "Accessibility Coordinator."**

**Moved by** Jerry Ford

Motion to recommend to Council that Jamie Kramer, Accessibility Coordinator, be a permanent member of staff.

**Carried**

### **8.2 Elizabeth Sheffield, regarding Accessible Transit in general.**

- J. Kramer provided an update on the complaint that J Ford brought to the attention of the Committee stating that there will be an internal review by the Town Staff and then an update provided by the next meeting by the CAO, or designate.
- E. Sheffield: Would like to thank people for bringing forward issues/complaints to our attention in the future as a Committee.
- J. Ford: Based on Laurie's email, there is a separate side to the story.
- Councillor Burchat: Will come back to the Committee in the future about this after the internal review but it is a Town internal review

process. Discussed with the Chair of the Transportation Advisory Committee about what the steps are moving forward.

- K. Richards: To send a copy of the acknowledgement letter.
- E. Sheffield to defer comments until the next meeting.

## **9. UNFINISHED BUSINESS**

### **9.1 Motion from the October 13, 2020 Regular Council Meeting - Accessible Parking**

- E. Sheffield: After the meeting, I appreciated what Kathy said about wanting to be citizens and participants in the community. By having it be free, concerned about people taking up spots which will make it less available. I like the idea that it goes towards accessible events, ideas, etc. If we zero out the fees but also want to take a financial interest in making Cobourg more accessible for all of us.
- K. Richards: All accessible parking needs to be paid for with no "special treatment."
- E. Sheffield: Do not want to have the Town in the future not put more funds into accessibility because the funds for accessibility only comes from the parking spots.

**Moved by** Elizabeth Sheffield

THAT accessible parking spots will remain as paid parking spots with the funds going to the same revenue spot.

**Carried**

## **10. ADJOURNMENT**

**Moved by** Kathryn Richards

THAT the meeting be adjourned at 11:08 a.m.

**Carried**

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Municipal Clerk B. Larmer

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Mayor J. Henderson