



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

**February 8, 2021, 11:00 a.m.**  
**Electronic Participation**

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

Members Absent: Elizabeth Sheffield

Staff Present: Brent Larmer, Municipal Clerk/Manager of Legislative Services  
Jamie Kramer

Staff Absent: Laurie Wills, Director of Public Works  
Krystal Christopher

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**1. CALL TO ORDER**

Chair Sue Carron called the Meeting to Order at 11:01 A.M.

Brent Larmer, Municipal Clerk/Manager of Legislative Services joined the meeting at 11:00 am.

**2. TRADITIONAL LAND ACKNOWLEDGEMENT**

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

**Moved by**

THAT the Agenda dated February 8, 2021 be approved as presented.

**Carried**

**4. DECLARATIONS OF INTEREST BY MEMBERS**

There were no Declarations of Interest Declared by Committee Members.

**5. ADOPTION OF MINUTES**

Deferred to the regular Accessibility Advisory Committee meeting on February 17th, 2021.

**6. DELEGATIONS/PRESENTATIONS**

**7. COMMUNICATIONS/CORRESPONDENCE**

**8. REPORTS**

**9. NEW BUSINESS**

**9.1 Members at large discussing the comments and response to the draft WHEELS policy for the Town of Cobourg.**

- B. Larmer provided an overview of the procedure and processes for the Accessibility Advisory Committee to ensure that we are meeting the requirements of an Advisory Committee for the public.
- The members went through the document and provided feedback and recommendations based on their experiences and expertise.
- Different points of discussion were made around additional changes to wording, service levels, and additional information that should be incorporated.
- The application for WHEELS will be reviewed again to ensure that it is in compliance with privacy legislation.
- A new version of the draft will be available for the Committee to review at the next meeting on February 17th, 2021.

Aaron Burchat joined the meeting at 11:04 am.

**Moved by** Jerry Ford

Change the wording from "origin-to-destination" to "door-to-door".

**Defeated**

**Moved by** Aaron Burchat

The Accessibility Advisory Committee recommends that Council direct Staff to go to the service provider, Centruy, to request for the service be provided above and beyond the WHEELS policy as drafted.

**Carried**

**Moved by** Kathryn Richards

To incorporate "all types of disabilities" to the section there.

**Carried**

**10. UNFINISHED BUSINESS**

**11. ADJOURNMENT**

**Moved by** Kathryn Richards

Adjournment at 12:30 p.m.

**Carried**

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Municipal Clerk B. Larmer

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Mayor J. Henderson