



**GEORGINA**

**THE CORPORATION OF THE  
TOWN OF GEORGINA  
Georgina Accessibility Advisory Committee Agenda**

Tuesday, May 20, 2025

9:00 AM

**Pages**

**1. CALL TO ORDER**

“The Town of Georgina recognizes and acknowledges that we are on lands originally used and occupied by the First Peoples of the Williams Treaties First Nations and other Indigenous Peoples, and on behalf of the Mayor and Council, we would like to thank them for sharing this land. We would also like to acknowledge the Chippewas of Georgina Island First Nation as our close neighbour and friend, one with which we strive to build a cooperative and respectful relationship.

We also recognize the unique relationship the Chippewas have with the lands and waters of this territory. They are the water protectors and environmental stewards of these lands and we join them in these responsibilities.”

**2. ROLL CALL**

**3. COMMUNITY ANNOUNCEMENTS**

**1. Red Shirt Day**

Council for the Town of Georgina proclaims Wednesday, May 28, 2025 as Red Shirt Day, encouraging everyone to support equality of access, opportunity and outcomes for persons with disabilities. Everyone is encouraged to wear a Red Shirt on this day in support of individuals with disabilities and to show our Town is an inclusive community.

**2. National AccessAbility Week**

May 25 to 31, is National AccessAbility Week. It is dedicated to disability inclusion and accessibility in Canada. To learn more, visit [georgina.ca/Inclusion](http://georgina.ca/Inclusion)

**3. York Region National AccessAbility Week Forum for AAC Members**

York Region is hosting the annual National AccessAbility Week (NAAW) Professional Development Forum for Accessibility Advisory Committee (AAC) members across York Region. The scheduled date for the NAAW Forum is Wednesday, May 28<sup>th</sup>, 2025 (Red Shirt Day), to be hosted at the York Region building located at 17150 Yonge Street in Newmarket.

The NAAW Forum will be open to all local AAC members and staff who secretariat support their local AAC.

4. York Region 2026 Service Plan Feedback

York Region Transit (YRT) is planning the **2026 Annual Transit Plan** and reaching out to the community for feedback on:

- Frequent Transit Network
- Local Network
- School Special Changes
- On-Request Service Changes

You can learn more about these planned initiatives and provide your feedback by **June 1, 2025**. Visit [yrt.ca/Transit Plan](http://yrt.ca/Transit Plan) for more information.

4. INTRODUCTION OF ADDENDUM ITEM(S)

5. APPROVAL OF AGENDA

6. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

7. ADOPTION OF MINUTES

1. Minutes of the meeting held on April 15, 2025.

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8. SPEAKERS

9. DELEGATIONS/ PETITIONS

10. PRESENTATIONS

11. REPORTS

1. Memorandum, Proposed Advisory Committee Meeting Format

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Committee to decide on the preferred meeting format based on Council Resolution, C-2025-0107, (see attachments).

12. GENERAL INFORMATION ITEMS

1. Council Endorsement of Disposition Item 12.1.g

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Please be advised that at its meeting on April 2, 2025, Council endorsed disposition Item No. 12.1.g, regarding the Georgina Accessibility Advisory Committee requesting that staff review and suggest additional accessible participation opportunities for the Georgina Ice Palace.

## **RESOLUTION NO. C-2025-0087**

That Town Council receive and endorse the Georgina Accessibility Advisory Committee's request for staff to continue to review options to support accessible participation in the viewing areas at the Georgina Ice Palace, and that staff suggest additional opportunities in order to spend the \$50,000 allocation.

### **2. Multi-Year Accessibility Plan Update**

Tim Higgins, Accessibility/AODA Compliance Advisor, to provide a verbal update on the Multi-Year Accessibility Plan.

### **13. MOTIONS/ NOTICES OF MOTION**

### **14. OTHER BUSINESS**

### **15. CLOSED SESSION**

### **16. MOTION TO ADJOURN**



**THE CORPORATION OF THE  
TOWN OF GEORGINA**

**Georgina Accessibility Advisory Committee Minutes**

Date: Tuesday, April 15, 2025  
Time: 9:00 AM

Members of

Committee Present: Councillor Lee Dale  
Michelle Radigan-Marriott  
Scott Wollin  
Dave Harding  
Wendy Busby

Members of

Committee Absent: Councillor Charlene Biggerstaff

Staff Present:

Samantha Naumoski, Committee Services Coordinator  
Susan Lazzer, Project Manager, Strategic Initiatives Department  
Bob Ferguson, Manager of Parks Development and Operations  
Tim McClatchie, Manager of Facilities  
Timothy Higgins, Accessibility/AODA Compliance Advisor  
Olga Lawton, Manager, Corporate Strategy and Transformation

Others Present:

Erin Thomas, Community Engagement Manager of Central  
Region at DeafBlind Ontario Services

**1. CALL TO ORDER**

“The Town of Georgina recognizes and acknowledges that we are on lands originally used and occupied by the First Peoples of the Williams Treaties First Nations and other Indigenous Peoples, and on behalf of the Mayor and Council, we would like to thank them for sharing this land. We would also like to acknowledge the Chippewas of Georgina Island First Nation as our close neighbour and friend, one with which we strive to build a cooperative and respectful relationship.

We also recognize the unique relationship the Chippewas have with the lands and waters of this territory. They are the water protectors and environmental stewards of these lands and we join them in these responsibilities.”

Called to order at 9:01 a.m.

**2. ROLL CALL**

As noted above.

**3. COMMUNITY ANNOUNCEMENTS**

None.

**4. INTRODUCTION OF ADDENDUM ITEM(S)**

None.

**5. APPROVAL OF AGENDA**

**RESOLUTION NO. GAAC-2025-0011**

Moved By Scott Wollin

Seconded By Dave Harding

That the April 15, 2025 agenda be approved as presented.

**Carried**

**6. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None.

**7. ADOPTION OF MINUTES**

1. Minutes of the meeting held on March 11, 2025

**RESOLUTION NO. GAAC-2025-0012**

Moved By Dave Harding

Seconded By Scott Wollin

That the Minutes of the Georgina Accessibility Advisory Committee Meeting held on March 11, 2025 be approved as presented.

**Carried**

## 8. **SPEAKERS**

### 1. DeafBlind Ontario Services

Erin Thomas, Community Engagement Manager of Central Region at DeafBlind Ontario Services, spoke to the Committee about the organization. Erin provided a presentation where she explained the history, the services, communication, deaf blindness, statistics, mission statement, vision statement, the foundational principals, and the core values of the organization.

Erin provided an overview on the different levels of support and shared a unique activity where a "Sensory Excursion" is arranged which focuses on experiences for individuals who are Deafblind.

### **RESOLUTION NO. GAAC-2025-0013**

Moved By Michelle Radigan-Marriott

Seconded By Wendy Busby

That the presentation from DeafBlind Ontario Services be received for information.

**Carried**

## 9. **DELEGATIONS/ PETITIONS**

None.

## 10. **PRESENTATIONS**

None.

## 11. **REPORTS**

None.

## 12. **GENERAL INFORMATION ITEMS**

### 1. Multi-Year Accessibility Plan Update

Tim Higgins, Accessibility/AODA Compliance Advisor, provided an update on the 2025-2029 Multi-Year Accessibility Plan.

Tim presented an overview of the Multi-Year Accessibility Plan (MYAP), explaining that it serves as a public-facing roadmap for meeting AODA

requirements and for identifying, preventing, and removing accessibility barriers. He noted that the plan must be updated every five years.

Tim provided information on MYAP Initiatives for 2025-2029, where the progression of each initiative is part of a focus area, assigned a timeline, and supports ongoing compliance and barrier elimination.

#### **RESOLUTION NO. GAAC-2025-0014**

Moved By Dave Harding  
Seconded By Scott Wollin

That the update on the Multi-Year Accessibility Plan be received for information.

**Carried**

#### **2. Accessibility in Watson Subdivision**

Scott Wollin, Committee Member, shared comments and experience of a friend who recently moved into the Watson Subdivision. Scott shared that the path from Fontaine Drive and Circle Ridge Drive has multiple sets of stairs, making it challenging for individuals with disabilities, mobility issues, or with strollers to get through from point *a* to point *b*. Scott raised this concern to help avoid potential future barriers between paths and parks.

Staff to investigate and provide the Committee with current information on the site.

#### **RESOLUTION NO. GAAC-2025-0015**

Moved By Wendy Busby  
Seconded By Dave Harding

That the update on Accessibility in Watson Subdivision be received for information.

**Carried**

#### **13. MOTIONS/ NOTICES OF MOTION**

None.

#### **14. OTHER BUSINESS**

None.

**15. CLOSED SESSION**

None.

**16. MOTION TO ADJOURN**

**RESOLUTION NO. GAAC-2025-0016**

Moved By Dave Harding  
Seconded By Wendy Busby

That the Georgina Accessibility Advisory Committee meeting adjourned at 10:33 am.

**Carried**

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Councillor Lee Dale, Chair

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Samantha Naumoski, Committee Services Coordinator





# Interoffice Memorandum

**GEORGINA**

**Clerk's Division**

**To:** Georgina Advisory Committees

**From:** Samantha Naumoski, Committee Services Coordinator

**cc:** Rachel Dillabough, Town Clerk  
Mamata Baykar, Deputy Clerk

**Date:** April 16, 2025

**Re:** **RESOLUTION NO. C-2025-0107**  
Re: Proposed Advisory Committee Meeting Format

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Please be advised that at its meeting held on April 16, 2025, Council considered Report No. LS-2025-0001, regarding the Proposed Advisory Committee Meeting Format (*Attachment No. 1*). Council passed the following Resolution in relation to this report:

**RESOLUTION NO. C-2025-0107**

Moved By Councillor Dale

Seconded By Councillor Neeson

1. That Council receive Report No. LS-2025-0001 prepared by the Clerk's Division, Legislative Services Department, dated April 2, 2025, respecting the Proposed Advisory Committee Meeting Format;
2. That Council express its appreciation to all of the volunteers who continue to dedicate their time participating as Members of the Town's Advisory Committees;
3. That Option 3 be the preferred format for conducting Advisory Committee meetings, being that each Advisory Committee shall determine its preferred meeting format, either Virtual or Structured Hybrid, at the first scheduled meeting of each Council term, and shall remain with this format for the duration of the term, that those Committees that decide to remain virtual may conduct one meeting per year in the hybrid (in person) format upon notifying the Clerk's Division 30 days prior, and that the Appeals Committee meetings shall remain in the virtual format at all times.

**Carried**

Please note that the resolution and comments are taken from the un-adopted draft minutes.

Taking into consideration the above resolution, each advisory Committee, except the Georgina Appeals Committee, are required to decide on the meeting formats to conduct its meetings for the duration of the term, from the following options:

Virtual: Meetings are held from a remote location through electronic means. This method allows the meeting to be conducted through digital platforms or communication tools.

Structured Hybrid: Meetings are held in-person in the Council Chambers. Members will have the opportunity to participate virtually in exceptional circumstances only. Members of the public will have the opportunity to attend the meeting either remotely or in-person. Structured Hybrid Meetings align with the structure of Council Meetings.

**THE CORPORATION OF THE TOWN OF GEORGINA**

**REPORT NO. LS-2025-0001**

**FOR THE CONSIDERATION OF  
COUNCIL**

April 16, 2025

**SUBJECT: PROPOSED ADVISORY COMMITTEE MEETING FORMAT**

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**1. RECOMMENDATION:**

1. That Council receive Report No. LS-2025-0001 prepared by the Clerk's Division, Legislative Services Department, dated April 2, 2025, respecting the Proposed Advisory Committee Meeting Format;
2. That Council express its appreciation to all of the volunteers who continue to dedicate their time participating as Members of the Town's Advisory Committees;
3. That Council provide direction regarding the preferred format for conducting Advisory Committee meetings, with the following options presented for consideration.

Option 1 - Virtual Meetings;

Option 2 - Structured Hybrid Meetings; or

Option 3 - Each Advisory Committee shall determine its preferred meeting format, either Virtual or Structured Hybrid, at the first scheduled meeting of each Council term, and shall remain with this format for the duration of the term.

**2. PURPOSE:**

Staff are seeking direction from Council to establish the preferred meeting format for Advisory Committees.

**3. BACKGROUND:**

Advisory Committee Meetings went to a fully virtual format at the onset of the COVID-19 pandemic in March 2020.

At the August 14, 2024 Council Meeting, Council considered a resolution from the Georgina Agricultural Advisory Committee requesting that it consider a hybrid meeting format for Committees of Council. Accordingly, Council directed staff to investigate and consider the meeting format for Committees of Council and for the Georgina Public Library Board.

As directed by Council, staff have reviewed and considered relevant options for a preferred meeting format for the following Council Appointed Committees:

- Georgina Agricultural Advisory Committee
- Georgina Accessibility Advisory Committee
- Georgina Appeals Committee
- Georgina Economic Development Advisory Committee
- Georgina Equity and Diversity Advisory Committee
- Georgina Environmental Advisory Committee
- Georgina Heritage Advisory Committee
- Georgina Safe and Active Transportation Advisory Committee
- Committee of Adjustment

Currently, the Georgina Public Library Board mirrors the format of the advisory committees for its meetings; however, under the *Public Libraries Act*, the Board is authorized to determine the mode of calling and conducting its meetings. Historically, the Georgina Public Library Board has always employed the same meeting format as the other advisory committees.

#### **4. ANALYSIS:**

##### **4.1 Meeting Formats**

Currently, the Town of Georgina has two meeting formats in place for its meetings.

##### **Virtual Meetings**

The Virtual meeting format consists of a meeting held from a remote location by electronic means. This method allows the meeting to be conducted through digital platforms or communication tools, where Committee members, staff, and members of the public, engage remotely via video conferencing. This format allows individuals to interact, share information, and collaborate in real-time, regardless of their physical location, using internet-based technologies to facilitate meetings.

##### **Structured Hybrid Meetings**

The Structured Hybrid meeting format refers to a meeting that combines both in-person and virtual participation. In this format, Committee members and staff attend the Council Chambers in-person for each meeting, while allowing the public to join the meeting either remotely or in-person. Committee members have the opportunity to participate virtually in exceptional circumstances. Council meetings are currently held using the structured hybrid format.

##### **4.2 Options For Conducting Advisory Committee Meetings**

### **Option 1 - Virtual Meetings**

Through Virtual meetings, Committee members gain the ability to access meetings from remote locations, allowing them to volunteer their time to support Georgina's Advisory Committees through flexible means. The continuation of virtual meetings is seamless, as all Advisory Committees have been conducting them since the beginning of the term and are operating efficiently. One (1) staff member is required to successfully operate all necessary applications and effectively manage meetings. IT staff and Staff Liaisons are also available for assistance through virtual participation at remote locations. Virtual meetings are easily accessible and have increased citizen engagement, while also providing environmental benefits such as reduced emissions, as staff, Committee members, and the public no longer need to use transportation to meet at the Civic Centre to participate in-person. The Clerk's Division has also received positive feedback from Committee members, a majority preferring to continue virtual meetings, as they provide added flexibility. Additionally, attending virtually has increased the number of prospective candidates interested in joining the Committees.

### **Option 2 - Structured Hybrid Meetings**

The Structured Hybrid meeting format requires both Committee members and staff to attend in-person at the Council Chambers for each meeting. Committee members may participate virtually under exceptional circumstances. This format aligns with the format of Council meetings, ensuring that if the public attends in-person, the Committee will also be present in the Council Chambers. Implementing Structured Hybrid meetings will necessitate additional staffing to manage both in-person and virtual participation, as well as to oversee the technological setup. IT staff and Staff Liaisons will be required to attend meetings in-person at the Council Chambers to support the execution of these meetings. Given that Advisory Committee meetings occur multiple evenings per week, IT staff will be required to be available on-site during these times and days, as will the various staff members required to ensure the efficient operation of the Structured Hybrid meetings.

### **Option 3 - Each Advisory Committee shall determine its preferred meeting format, either Virtual or Structured Hybrid, at the first scheduled meeting of each Council term, and shall remain with this format for the duration of the term.**

This option provides the most flexibility, as each Advisory Committee has the opportunity to determine its preferred meeting format during the first scheduled meeting of each Council term. At their first meeting, members of each Advisory Committee will vote on their preferred meeting format: Virtual or Structured Hybrid. Once a majority vote has been reached, the chosen meeting format shall remain in effect for the duration of the term. The first scheduled meeting of the Council term will be conducted using the meeting format that was in place during the previous Council term for each respective Advisory Committee.

With regard to the current 2022-2026 Term of Council, Committee members would decide on their preferred meeting format at their next scheduled meeting.

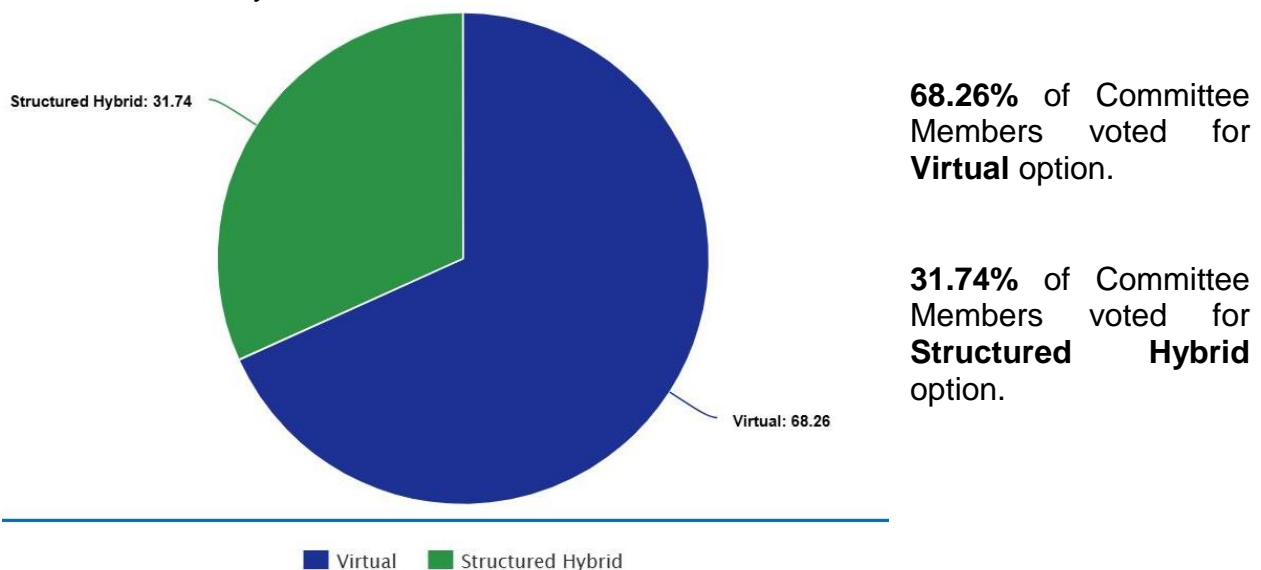
### 4.3 Survey

On February 7, 2025, a survey was emailed to each Advisory Committee seeking input from members on their preferred meeting format for the remainder of the 2022-2026 Term of Council. The options presented included Virtual Meetings and Structured Hybrid Meetings. Committee members were provided with the opportunity to select the meeting format they would prefer to participate in. The following descriptions were provided within the survey:

**Virtual:** Committee Members and Staff would participate in a Meeting from a remote location by electronic means, continuing with the current Committee meeting structure.

**Structured Hybrid:** Committee Members and Staff would be required to attend the Council Chambers in-person for each meeting, while allowing the public to participate virtually or in-person. Members will have the opportunity to participate virtually in exceptional circumstances. Structured Hybrid Meetings align with the structure of Council Meetings.

Overall Survey Results:



## 5. RELATIONSHIP TO STRATEGIC PLAN:

Delivering service excellence

Creating a vibrant, healthy, and safe community for all

## 6. FINANCIAL AND BUDGETARY IMPACT:

Budgetary impacts will be dependent on the option chosen by Council. The budgetary impact has been calculated as a range, as the number of staff involved in each type of committee meeting may vary. The approximate per-meeting cost for a virtual committee meeting ranges from \$286.43 to \$492.79. The approximate per-meeting cost for a hybrid meeting ranges from \$583.23 to \$1,649.28.

The total annual budgetary impact will be dependent on the number of meetings scheduled for each committee, which could range from 8 to 20 meetings per year. We have a total of 9 committees (excluding Georgina Public Library Board). The annual budgetary impact for virtual meetings for individual committee ranges from \$2,291.44 to \$9,855.8 and for Hybrid meetings ranges from \$4,665.84 to \$39,582.72. Hybrid meeting costs are higher due to the increased number of staff involved in administering the meeting, as well as the additional time required for technology setup and testing.

**7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:**

There are no notice requirements or public consultation necessary in this determination.

**8. CONCLUSION:**

In conclusion, staff are seeking Council's direction on the preferred format for conducting Advisory Committee meetings through consideration of the following options:

Option 1 - Virtual Meetings

Option 2 - Structured Hybrid Meetings

Option 3 - Each Advisory Committee shall determine its preferred meeting format, either Virtual or Structured Hybrid, at the first scheduled meeting of each Council term, and shall continue with this format for the duration of the term.

**APPROVALS**

Prepared By:	Samantha Naumoski, Committee Services Coordinator
Reviewed By:	Mamata Baykar, Deputy Clerk
Reviewed By:	Rachel Dillabough, Town Clerk
Recommended By:	Michael Bigioni, Director of Legislative Services
Approved By:	Ryan Cronsberry, CAO



# Interoffice Memorandum

**GEORGINA**

**Clerks Division**

**To:** Georgina Accessibility Advisory Committee

**From:** Samantha Naumoski, Committee Services Coordinator

**cc:** Rachel Dillabough, Town Clerk  
Mamata Baykar, Deputy Clerk

**Date:** May 20, 2025

**Re:** **Council Endorsement of Disposition Item 12.1.g**  
Georgina Accessibility Advisory Committee requesting that staff review and suggest additional accessible participation opportunities for the Georgina Ice Palace.

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Please be advised that at its meeting on April 2, 2025, Council endorsed disposition Item No. 12.1.g, regarding the Georgina Accessibility Advisory Committee requesting that staff review and suggest additional accessible participation opportunities for the Georgina Ice Palace.

**RESOLUTION NO. C-2025-0087**

Moved By Councillor Biggerstaff  
Seconded By Councillor Dale

That Town Council receive and endorse the Georgina Accessibility Advisory Committee's request for staff to continue to review options to support accessible participation in the viewing areas at the Georgina Ice Palace, and that staff suggest additional opportunities in order to spend the \$50,000 allocation.

**Carried**

Please note that the resolution and comments are taken from the un-adopted draft minutes.