



**THE CORPORATION OF THE
TOWN OF GEORGINA**

Georgina Accessibility Advisory Committee Minutes

Date: Tuesday, February 4, 2025
Time: 9:00 AM

Members of
Committee Present: Charlene Biggerstaff
Lee Dale
Michelle Radigan-Marriott
Scott Wollin
Wendy Busby

Members of
Committee Absent: Dave Harding

Staff Present: Hillary Thompson, Licensing Coordinator
Samantha Naumoski, Committee Services Coordinator
Bob Ferguson, Manager of Parks Development and Operations
Tim McClatchie, Manager of Facilities
Timothy Higgins, Accessibility/AODA Compliance Advisor

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 9:05 am.

2. ROLL CALL

As noted above.

3. COMMUNITY ANNOUNCEMENTS

Hillary Thompson, former Committee Services Coordinator, introduces Samantha Naumoski, who will be taking over the role of Committee Services Coordinator on a permanent basis.

4. INTRODUCTION OF ADDENDUM ITEM(S)

None.

5. APPROVAL OF AGENDA

RESOLUTION NO. GAAC-2025-0001

Moved By Charlene Biggerstaff
Seconded By Scott Wollin

That the February 4, 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 December 10, 2024.

RESOLUTION NO. GAAC-2025-0002

Moved By Scott Wollin
Seconded By Michelle Radigan-Marriott

That the Minutes of the Georgina Accessibility Advisory Committee Meeting held on December 10, 2025 be approved as presented.

Carried

8. SPEAKERS

None.

9. DELEGATIONS/ PETITIONS

None.

10. PRESENTATIONS

None.

11. REPORTS

None.

12. GENERAL INFORMATION ITEMS

1. Multi-Year Accessibility Plan Update

Timothy Higgins, Accessibility/AODA Compliance Advisor provided a status update to the Georgina Accessibility Advisory Committee (GAAC) on the project to develop Georgina's new Multi-Year Accessibility Plan (MYAP).

Georgina Accessibility Staff Team (GAST)

Established in spring 2024, GAST supports GAAC with senior staff from various departments.

GAST is developing an Accessibility Compliance Framework to ensure departments meet accessibility requirements. Key tasks include updating policies and collaborating with the Georgina Public Library on a unified MYAP and 2025 AODA Compliance Report.

Website accessibility has been enhanced, and GAST will continue after the MYAP update to ensure ongoing compliance.

LEAD Partnership Project

In spring 2024, a partnership with the Durham Region Abilities Centre LEAD project was formed, including workshops with GAST, GAAC, York Region, and the business community.

The LEAD report was received in January 2025, and findings from the Town's Accessibility Survey showed strong parallels. The LEAD partnership will continue after the MYAP to collaborate on initiatives like Pathways2Employment.

Consultation

The Town launched an electronic Accessibility Survey in December 2024, which received 477 responses by January 31, 2025, and remained open until February 14. Staff provided a walkthrough of early preliminary survey results, further analysis is ongoing.

MYAP

A draft of the MYAP is in progress, drawing from GAST's Framework, the LEAD Report, and survey responses. The development of an exposure draft of the MYAP is planned for March, to be shared for input from Mayor and Council, GAAC, GAST and Town Departments, the Georgina Public Library, the Chippewas of Georgina Island First Nation, the Chamber of Commerce, Legions, and the general public.

MYAP Implementation

Implementation of the MYAP is planned to begin in April 2025

AODA Compliance Report - December 2025

As is for all Ontario municipalities, the Town of Georgina and the Georgina Public Library are required to file a joint AODA Compliance Report with the Ontario Ministry for Seniors and Accessibility by December 31, 2025.

Wendy Busby joined the meeting at 9:24 am.

RESOLUTION NO. GAAC-2025-0003

Moved By Wendy Busby
Seconded By Charlene Biggerstaff

That the Georgina Accessibility Advisory Committee receive the update regarding the Multi-Year Accessibility Plan for information.

Carried

2. Standard Operating Procedure for Lift Device (Elevator)

Tim McClatchie, Manager of Facilities, provided an overview of the Standard Operating Procedure for the lift device located at the Georgina Ice Palace. Committee members shared their own experiences and suggested areas for accessibility improvement.

Michelle Radigan-Marriott: When requiring the lift, is there a phone number or button to signal staff that someone is at the elevator and needs help?

Tim McClatchie: Staff do carry around a phone, and this phone number can be posted at the elevator.

Councillor Charlene Biggerstaff: The signs may need an update to ensure that the font is AODA compliant, the right size, and clean for people to see.

Councillor Lee Dale: Is there a policy around operation of the lift for staff?

Tim McClatchie: Staff are trained to use the elevator, and other patrons are able to use it themselves, however staff are available for support.

Wendy Busby: Is there capital budget for the upgrades of these older appliances for 5 or 10 years down the road?

Tim McClatchie: There is nothing currently in the budget, however this can be added for approval down the road.

RESOLUTION NO. GAAC-2025-0004

Moved By Charlene Biggerstaff

Seconded By Scott Wollin

That the Georgina Accessibility Advisory Committee formally requests that Council direct Staff to review elevator usage at the Georgina Ice Palace, based on its age and capacity concerns, with a possible request forthcoming for upgrades to be placed on the 10-year capital budget.

Carried

RESOLUTION NO. GAAC-2025-0005

Moved By Wendy Busby

Seconded By Charlene Biggerstaff

That the Georgina Accessibility Advisory Committee receive the item regarding the Standard Operating Procedure for Lift Device (Elevator), for information.

Carried

13. MOTIONS/ NOTICES OF MOTION

None.

14. OTHER BUSINESS

None.

15. CLOSED SESSION

None.

16. MOTION TO ADJOURN

RESOLUTION NO. GAAC-2025-0006

Moved By Scott Wollin

Seconded By Charlene Biggerstaff

That the Georgina Accessibility Advisory Committee meeting adjourned at 10:17 am.

Carried

Councillor Lee Dale, Chair

Samantha Naumoski, Committee Services Coordinator