

Meeting Agenda



City of Guelph Accessibility Advisory Committee (AAC)

Tuesday, December 20, 2022

Remote meeting available through Microsoft Teams: [Click here to join the meeting](#)

In-person meeting available in **Meeting Room B** at Guelph City Hall

From 3:00 to 5:00 p.m.

Meeting Chair: Sarah Cunneyworth

Meeting Vice-Chair: Leanne Warren

Agenda Items:

Welcome to all.

Territorial Acknowledgement

As we gather, we are reminded that Guelph is situated on treaty land that is steeped in rich Indigenous history and home to many First Nations, Inuit and Métis people today.

As a City we have a responsibility for the stewardship of the land on which we live and work.

Today we acknowledge the Mississaugas of the Credit First Nation of the Anishinaabek Peoples on whose traditional territory we are meeting.

- Learn more about the [Territorial Acknowledgement](#)

3:00 to 3:05 Item 1, 2 and 3

Item 1: Approval of the Agenda

Item 2: Declaration of Conflict of Interest

Item 3: Approval of Minutes of October 18, 2022

3:05 to 4:10 Item 4 (65 minutes)

Orientation of Accessibility Advisory Committee members – **For Information** – [Added] Dylan McMahon – Manager, Legislative Services, City Clerk’s Office, Elizabeth Barber – Board and Committee Coordinator, City Clerk’s Office, [End Added] Sarah Cunneyworth – Accessibility Coordinator and Leanne Warren – Accessibility, Project Specialist, Dylan Ma

4:10 to 4:35 Item 5 (25 minutes)

Annual Play Equipment Lifecycle Project Process Review and 2023 Early Engagement

– **For Engagement**– Stefan Ilic – Park Planning Technologist, Parks, Mallory Lemon – Park Planner, Parks and Luke Jefferson – Manager, Park and Trail Development, Parks

4:35 to 4:55 Item 6 (20 minutes)

Review of Post Municipal Election Accessibility Report – **For Information** – Jennifer Slater – Manager, Information, Privacy and Elections/Deputy City Clerk, Carrie Murray-Sprague – Council and Committee Coordinator, City Clerk’s Office and Stephen O’Brien – General Manager, City Clerk’s Office/City Clerk

4:55 to 5:00 Item 7 (5 minutes)

Wrap up – **For Information** – Sarah Cunneyworth – Accessibility Coordinator and Leanne Warren – Accessibility, Project Specialist

Next Meeting:

February 21, 2023 3-5 p.m.

Hybrid (in-person at City Hall meeting room and virtual through Microsoft Teams)

Technical Information

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 the Committee of Council
4. **For Engagement** – These note the formal engagement of committee members on topics, usually directly related to the Engagement requirements in the AODA

Microsoft Teams Keyboard Shortcut Keys

Toggle mute off and on

Windows: Ctrl and Shift and M

Mac: Command and Shift and M

Raise or lower your hand

Windows: Ctrl and Shift and K

Mac: Command and Shift and K

Toggle video off and on

Windows: Ctrl and Shift and letter o

Mac: Command and Shift and letter o

Zoom in

Windows: Ctrl and Plus (+)

Mac: Command and Plus (+)

Zoom out

Windows: Ctrl and Minus (-)

Mac: Command and Minus (-)

Return screen to 100%

Windows: Ctrl and letter o

Mac: Command and letter o