



**CORPORATION OF THE  
CITY OF CLARENCE-ROCKLAND  
ACCESSIBILITY ADVISORY COMMITTEE - MINUTES**

October 21, 2024  
Principal Boardroom  
1560, rue Laurier Street, Rockland ON K4K 1P7

PRESENT: Carrie Griffith, President  
Christine Dawood, Vice-President  
André J. Lalonde, Councillor  
Julie Larivière  
Julia Reid  
Diane Saumure  
Monique Ouellet, Clerk

ABSENT: Jay Woodruff

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**1. Opening of the meeting**

The Chair opens the meeting at 7:00 p.m.

**2. Adoption of the agenda**

**Moved by** Christine Dawood  
**Seconded by** Diane Saumure

THAT the agenda be adopted as presented.

**CARRIED**

**3. Declaration of Pecuniary Interests**

None

**4. Adoption of the minutes**

**4.1 Minutes of the Accessibility Advisory Committee meeting of August 26, 2024**

**Moved by** Christine Dawood  
**Seconded by** Diane Saumure

THAT the minutes of the Accessibility Advisory Community meeting of August 26, 2024 be adopted as presented.

**CARRIED**

**5. Election of Chair for the remaining of the Term**

Carrie Griffith is appointed as president for the remainder of the term.

Christine Dawood is appointed as vice-president for the remainder of the term.

**6. Rescheduling of the November meeting date**

The November 18th meeting is rescheduled for November 25th.

**7. Discussion / Organization of Projects Proposed for 2025**

**7.1 Accessibility Awareness Week Activities**

Further to discussions, Christine Dawood will take the lead on this project and will begin by drafting a letter for the Committee's approval in order to ask the school administrations if they already include special activities in their programs to promote the Accessibility Awareness Week, and to offer the committee's assistance if they are interested.

**7.2 Accessibility Awareness Campaign**

The following points were brought up and discussed:

- accessible sports in Clarence-Rockland
- promotion of feedback process
- accessible documents (tax, water/sewer invoices)

Further to discussions, Monique Ouellet commits to communicate with the City's communication team in order to get their input on the type of activities could be launched via the City's Facebook page and/or City's Website (videos, surveys, contests, etc.).

Monique Ouellet also commits to communicate with the City's finance team in order to see if the tax, water/sewer invoices can be converted to an accessible format.

**7.3 Educational Workshops**

Monique Ouellet commits to leading this project and will start with gathering the types of workshops that can be offered and obtaining quotes. Committee members are invited to contribute by forwarding any ideas and/or contacts directly to Monique.

**8. Accessible Trick or Treating Sign**

Further to discussions, Monique Ouellet commits to reach out to the City's communication team in order to see if it is possible for them to promote 'Accessible Trick or Treating' on the City's Facebook page.

**9. Other Items**

- Carrie Griffith informs the Committee that she attended the September Clarence-Rockland Market and noticed that a vehicle had parked in front of the accessible toilet. Further to discussions, Monique Ouellet commits to communicate with the City's programming team to inform them of the problem and allow them to rectify the situation for future events.
- Monique Ouellet informs the Committee that the City's administration intends to upload several documents that are not necessarily accessible on the City's website, however, before doing so, the administration will consult with the Committee.

**10. Adjournment**

The meeting is adjourned at 8:20 p.m.

Carrie Griffith, Chairperson

Monique Ouellet, Clerk