



THE REGIONAL MUNICIPALITY OF NIAGARA  
ACCESSIBILITY ADVISORY COMMITTEE  
AGENDA

AAC 3-2025

Tuesday, July 22, 2025

4:30 p.m.

Meeting will be held by electronic participation only

If you are interested in viewing this meeting or would like to speak to an item listed on the agenda please contact the Office of the Regional Clerk at [clerk@niagararegion.ca](mailto:clerk@niagararegion.ca).

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1. <u>CALL TO ORDER</u>	
2. <u>LAND ACKNOWLEDGEMENT STATEMENT</u>	
3. <u>DISCLOSURES OF PECUNIARY INTEREST</u>	
4. <u>PRESENTATIONS</u>	
4.1 <u>Diversity, Equity, and Inclusion Handbook</u> Yusuf Al-Harazi, Diversity, Equity, and Inclusion Specialist	2 - 13
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5.2 <u>AAC 2-2025</u> Accessibility Advisory Committee Meeting Minutes - April 29, 2025	18 - 20
6. <u>OTHER BUSINESS</u>	
6.1 <u>New Website Navigation Survey</u>	
7. <u>NEXT MEETING</u> The next meeting will be held on Tuesday, October 21, 2025, at 4:30 p.m.	
8. <u>ADJOURNMENT</u>	

If you require any accommodations for a disability in order to attend or participate in meetings or events, please contact the Accessibility Advisor at 905-980-6000 ext. 3252 (office), 289-929-8376 (cellphone) or [accessibility@niagararegion.ca](mailto:accessibility@niagararegion.ca) (email).

# Diversity, Equity, and Inclusion Handbook

Yusuf Al-Harazi

Diversity, Equity, and Inclusion Specialist

# Outline

- Background on the DEI Handbook
- Review and feedback from two chapters:
  - Inclusive Workplace Culture
  - Recruitment and Hiring

# Background

- Development of DEI Handbook
  - One of the action items in DEI Action Plan (2023-2027)
  - Aim to complete handbook by end of 2025
- Purpose
  - Practical resource to support Regional Staff
  - Two parts with eleven chapters
- Main audience is internal staff

# 1. Inclusive Workplace Culture

- **Niagara Region Context:** DEI as a top priority for Niagara Region staff
- Shared spaces
- Meetings and events
- Inclusive team environment

# Shared Spaces

- Facilities
- Reflection Spaces
- Decorations and Celebrations





# Meetings and Events

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# Inclusive Team Environment

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Psychologically Safe Spaces



## 2. Recruitment and Hiring

- **Niagara Region Context:** Growing diverse community
- Recruitment
- Candidate Selection





# Hiring and Onboarding

- Interview Questions
- Cultural “Fit”
- Onboarding
- Process Review



# Questions or Comments

- Are these chapters missing important considerations from a disability or accessibility perspective?
- Is there any content missing?
- Any other comments or feedback on the Handbook?

# Next Steps

- DEI team finalize draft of the handbook
- Internal staff review and finalize
- Ensure AODA compliant
- Handbook is made available to all staff



# Thank You!

[diversity@niagararegion.ca](mailto:diversity@niagararegion.ca)

Yusuf Al-Harazi

**THE REGIONAL MUNICIPALITY OF NIAGARA  
ACCESSIBILITY ADVISORY COMMITTEE  
MINUTES**

**AAC 1-2025  
Tuesday, January 21, 2025  
Meeting held by electronic participation**

Committee: Councillor Bateman, M. Abdelmaksoud, L. Hay, V. Leitch, N. Qureshi, R. Walker

Absent/Regrets: A. Hernandez, S. Howe, D. Whipple

Staff: T. Dumas, Accessibility Advisor, K. Lotimer, Deputy Clerk, S. Madder, Manager, Corporate Strategy, A. Stea, Director, Corporate Strategy & Community Sustainability

Others Present: P. Dimayuga, Engagement and Accessibility Lead, and Y. Grinspun, Project Manager, Left Turn Right Turn, H. Talbot, Manager of Integration & Transformation, and L. Tracey, Communications Consultant, Niagara Transit Commission

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**1. CALL TO ORDER**

Kelly Lotimer, Deputy Clerk, called the meeting to order at 1:05 p.m.

**2. LAND ACKNOWLEDGEMENT STATEMENT**

Councillor Bateman read the Land Acknowledgement Statement.

**3. DISCLOSURES OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**4. SELECTION OF COMMITTEE CHAIR/VICE-CHAIR**

**4.1 Call for Nominations for Committee Chair**

The Deputy Clerk advised that the Accessibility Advisory Committee's terms of reference states that the Chair of the committee shall be a Regional Councillor and as Councillor Bateman is the only member of Regional Council on the committee, she would be the Committee Chair for the remainder of this term of Council (2025-2026).



4.2 Call for Nominations for Committee Vice-Chair

Kelly Lotimer, Deputy Clerk, explained that in accordance with the Accessibility Advisory Committee terms of reference, the Committee Vice-Chair must be a public member from the membership of the Committee.

The Deputy Clerk called for nominations for the position of Vice-Chair of the Accessibility Advisory Committee for the remainder of this term of Council (2025-2026).

Moved by V. Leitch

Seconded by N. Qureshi

That Liz Hay **BE NOMINATED** as Vice-Chair of the Accessibility Advisory Committee for the remainder of this term of Council (2025-2026).

4.3 Motion to Close Nominations for Committee Vice-Chair

The Deputy Clerk called a final time for nominations for the position of Accessibility Advisory Committee Vice-Chair. There being no further nominations, it was:

Moved by N. Qureshi

Seconded by R. Walker

That nominations for the position of Vice-Chair of the Accessibility Advisory Committee **BE CLOSED**.

**Carried**

4.4 Voting for the Position of Committee Vice-Chair

There being only one nominee for the position, the Deputy Clerk announced that Liz Hay would be the Accessibility Advisory Committee Vice-Chair for the remainder of this term of Council (2025-2026).

At this point in the meeting, Councillor Bateman assumed the chair.

**5. PRESENTATIONS**

**5.1 Niagara Transit Commission - Transit Master Planning Project - Exploring Possibilities**

Pia Dimayuga, Engagement and Accessibility Lead, and Yuval Grinspun, Project Manager, Left Turn Right Turn, provided information respecting Niagara Transit Commission - Transit Master Planning Project - Exploring Possibilities. Topics of the presentation included:

- Project overview and update
- Future options overview
- Regional network options
- Urban network options
- Open-ended questions
- Next Steps

**6. DELEGATIONS**

There were no delegations.

**7. ITEMS FOR CONSIDERATION**

There were no items for consideration.

**8. CONSENT ITEMS FOR INFORMATION**

Moved by V. Leitch  
Seconded by R. Walker

That the following items **BE RECEIVED** for information:

AAC 1-2025  
Multi-Year Accessibility Plan Progress Update

AAC 4-2024  
Accessibility Advisory Committee Meeting Minutes – October 22, 2024

**Carried**

**9. OTHER BUSINESS**

**9.1 Accessibility Priorities 2025**

Tammy Dumas, Accessibility Advisor, provided an overview of the Accessibility Advisory Committee's purpose and the Multi-Year Accessibility Plan 2025 Key Implementation Actions. After the presentation, Committee members provided feedback respecting topics they would like to include in the Committee's priorities for 2025.

9.2 Accessibility Advisory Committee Meeting Times

Liz Hay, Committee Member, enquired about the start times of the Accessibility Advisory Committee (AAC) meetings and the possibility of changing the meeting start time to be later in the workday. After discussion, Committee members requested that staff poll Committee members to determine a meeting start time that would work best for the majority of the members.

10. **NEXT MEETING**

The next meeting will be held on Tuesday, April 19, 2025, at a time to be determined.

11. **ADJOURNMENT**

There being no further business, the meeting adjourned at 2:07 p.m.

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Councillor Bateman  
Committee Chair

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Kelly Lotimer  
Deputy Clerk

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Ann-Marie Norio  
Regional Clerk

**THE REGIONAL MUNICIPALITY OF NIAGARA  
ACCESSIBILITY ADVISORY COMMITTEE  
MINUTES**

**AAC 2-2025  
Tuesday, April 29, 2025  
Meeting held by electronic participation**

Committee: Councillor Bateman (Committee Chair); M. Abdelmaksoud, L. Hay (Committee Vice-Chair), A. Hernandez, V. Leitch, N. Qureshi, R. Walker

Absent/Regrets: Bradley (Regional Chair), S. Howe, D. Whipple

Staff: Y. Al-Harazi, Diversity, Equity, and Inclusion Advisor, T. Dumas, Accessibility Advisor, K. Lotimer, Deputy Clerk, S. Maddar, Associate Director, Strategic Initiatives, C. Ogunniyi, Manager, Diversity, Equity, Inclusion, and Indigenous Relations

Others Present: G. Hauptman, K. Hunte and C. Wilke, Left Turn, Right Turn; E. Braniff, W. Middleton, L. Tracey and E. Zahra, Niagara Transit

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**1. CALL TO ORDER**

Committee Chair Bateman called the meeting to order at 4:30 p.m.

**2. LAND ACKNOWLEDGEMENT STATEMENT**

Committee Chair Bateman read the Land Acknowledgement Statement.

**3. DISCLOSURES OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**4. PRESENTATIONS**

**4.1 Niagara Transit Multi-Year Accessibility Plan**

Kaila Hunte, Public Engagement and Accessibility Planning Resource, and Cara Wilkie, Legal and Policy SME, Left Turn, Right Turn, provided information respecting Niagara Transit Multi-Year Accessibility Plan.

Topics of the presentation included:

- About the Project
- Timelines
- What is a Multi-Year Accessibility Plan (MYAP)?
- Next Steps in the Consultation Process

#### 4.2 Diversity, Equity, and Inclusion Action Plan

Cassie Oggunniyi, Manager, Diversity, Equity, Inclusion, and Indigenous Relations, provided information respecting Diversity, Equity, and Inclusion Action Plan. Topics of the presentation included:

- Diversity, Equity, and Inclusion Action Plan 2024 Updates
- Diversity, Equity, and Inclusion Action Plan 2025
- Accessibility Week 2025
- Diversity, Equity, and Inclusion Handbook
  - Chapter Structure
  - Table of Contents - Part One Creating an Inclusive Workplace
  - Table of Contents - Part Two Inclusive Programs, Plans and Policies
- Gender Based Analysis Plus
- Next Steps

#### 5. DELEGATIONS

There were no delegations.

#### 6. ITEMS FOR CONSIDERATION

There were no items for consideration.

#### 7. CONSENT ITEMS FOR INFORMATION

Moved by R. Walker  
Seconded by L. Hay

That the following items **BE RECEIVED** for information:

AAC 2-2025  
Multi-Year Accessibility Plan Q1 Progress Update

AAC 4-2024  
Accessibility Advisory Committee Meeting Minutes – October 22, 2024

**Carried**

8. **OTHER BUSINESS**

8.1 **Accessibility Advisory Committee Meeting Start Time**

Moved by L. Hay  
Seconded by V. Leitch

That the start time for the Accessibility Advisory Committee meetings scheduled to held on Tuesday, July 22, 2025, and Tuesday, October 21, 2025, **BE CHANGED** from 1:00 p.m. to 4:30 p.m.

**Carried**

9. **NEXT MEETING**

The next meeting will be held on Tuesday, July 22, 2025, at 4:30 p.m.

10. **ADJOURNMENT**

There being no further business, the meeting adjourned at 5:47 p.m.

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Councillor Bateman  
Committee Chair

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Kelly Lotimer  
Deputy Clerk

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Ann-Marie Norio  
Regional Clerk