

Accessibility Advisory Committee Minutes

Perth East Municipal Building - Milverton

Council Chambers

Thursday, December 3, 2009

7:00 pm

In Attendance: Ethel Sage, Marion Sage, Judy Nafziger (Chair), Judy Givens, Councillor Terry Seiler, Mary McLagan, Jason Robinson, Linda Markham, Lisa-Dawn Wismer (Accessibility Coordinator)

Regrets: none

1. Call to Order Chair
Meeting was called to order at 7:00pm by Judy Nafziger.
2. Disclosures of Interest
none.
3. Adoption of Agenda
 - a. **That** the meeting Agenda be accepted as circulated
Moved by Marion Sage. **Second** by Mary McLagan. **Carried.**
4. Previous Meeting
 - a. **That** the minutes of the previous meeting of Sept 3, 2009 be adopted as circulated
Moved by Judy Givens. **Second** by Ethel Sage. **Carried.**
5. Business from Previous Minutes Committee
 - a. Mileage follow-up
 - i. Everyone's mileage has been deposited into their accounts; no concerns.
 - ii. Lisa-Dawn to send out mileage forms for this meeting to be signed and returned.
 - b. Accessibility Plan
 - i. Accessibility Plan was approved and adopted by all five councils and is posted on the websites.
 - c. Website testing

- i. The County website is still having the glitches worked out. Lisa-Dawn has been working closely with IT to ensure accessibility requirements of the standards are being worked out and to watch for accessibility issues and offer advice and input.
- ii. They are still interested in having the AAC test the website, but it could be another month before its ready. As soon as it is ready Accessibility Coordinator will send out email links to the group so they can test from home and provide feedback.

6. Correspondence..... Lisa-Dawn

- a. Compliance update – policy approval, training
 - i. Accessible Customer Service policy and procedures have now been adopted by every council.
 - ii. Training has taken place County-wide and is wrapping up. Lisa-Dawn working with IT on turning the presentation into an online training program for new staff. Also may be used to capture the last few people.
 - iii. Concerns from the committee about the training only being a one-time thing and people forgetting. Accessibility Coordinator is looking into ways to address this – resource boards, training with other standards, possibly refreshers in certain topics.

7. New Business Committee

- a. Planning for 2010
 - i. Lisa-Dawn provided AAC with ideas from other municipalities about activities we could pursue.
 - ii. Committee had much discussion about possible awareness activities. For Access Awareness week (first week of June) or International Day for Persons with Disabilities (Dec 3).
 - iii. International Day for Persons with Disabilities**
 - Since weather is typically bad in this area during that time of year, decided may not be the best day for an activity.
 - Thought perhaps a newspaper announcement, maybe sponsored by the MP or MPP could recognize the day
 - iv. Access Awareness Week**

- decided this was a better time of year for an event, though may want to pair with already existing events occurring in the spring and summer rather than a stand-alone event that week
 - OSUM (Ontario Small Urban Municipalities) conference is coming to Stratford at the beginning of May, thought it may be good to pair with that event, put up a display booth showcasing what the County & member municipalities have done with Accessibility and educating the public
 - Accessibility Coordinator to check in with Ted Blowes to see if this is a possibility, determine square footage of the booth, accessible, electricity, and cost
 - if we put together a display for OSUM we could then look at taking the same display around to each of the fall fairs around the County or to events such as Milverton's moonlight madness in August, Mitchell's cornfest in August, Listowel's sidewalk sale in July, and finding an event in Perth South
 - v. **Sledge hockey or Wheelchair basketball** games as an event – would like to look into this for 2011 – cost, who would they play against, etc. Linda Markham to send her contacts to Accessibility Coordinator to connect with
 - vi. **Facilities review**
 - AAC would like to conduct facilities reviews again this year. Some buildings are not necessary as they are being rebuilt, but others could maybe use a review.
 - may also want to offer this service to local businesses as a public education piece, since they are going to have to start working on the Customer Service Standard
 - costs would involve meeting costs, mileage, and staff costs for the Accessibility Coordinator
 - compared to previous years, would not want to do so many buildings in one day
- b. Recruitment of new member
- i. Members Jason Robinson and Linda Markham will not be able to return for the 2010 term. We wish them all the best, they will be missed.
 - ii. Accessibility Coordinator to post advertisements in the local newspapers to recruit 2 new members for the 2010 year.

- c. Conference updateCouncillor Terry Seiler
 - i. Attended a conference on Accessibility
 - there will be reviews after after 3 years until 2025
 - four areas touched on:
 1. Standards development committee process
 2. The role of municipal advisory committees
 3. The function of accessibility including public education
 4. Recommendation for the Ontarians with Disabilities Act

8. Adjournment

a. Next meeting: March 4, 2010 at 7pm in Milverton, Perth East council chambers. Accessibility designates from each municipality to attend with update.

b. Motion to adjourn

That, having completed all business, the meeting be adjourned at 8:30pm.

Moved by Mary McLagan. **Seconded** by Judy Givens. **Carried.**