

Accessibility Advisory Committee Minutes

**Perth East Municipal Building - Milverton
Council Chambers
Thursday March 4, 2010
7:00 pm**

In Attendance: Members: Marion Sage - Chair (North Perth), Ethel Sage (North Perth), Judy Givens (North Perth), Judy Nafziger (Perth East), Terry Seiler (Councillor), Mary McLagan (West Perth), Therese Brodhagen (West Perth), Dennis Manarey (Perth South), Linda Markham (Perth South).

Staff: Bob McLean (West Perth), Steve Hardie (North Perth), Kerri Ann O'Rourke (Perth East), Tim Ivanyshyn (Perth South), Christel Hollinger (County), Shelby Wilson (Accessibility Coordinator)

1. Call to Order
 - a. Meeting was called to order at 7:00pm by Christel Hollinger.
 - b. Committee members and staff were introduced. Welcome new members Therese Brodhagen representing West Perth, Dennis Manarey representing Perth South and Shelby Wilson, the Accessibility Coordinator.
 - c. **That** Marion Sage be appointed as Chair.
Moved by Judy Nafziger. **Seconded** by Judy Givens. **Carried.**
2. Disclosures of Interest
 - a. None.
3. Adoption of Agenda
 - a. **That** the meeting Agenda be amended to include 5.c. Remuneration and 7.d. Huron County's Accessibility Advisory Committee.
Moved by Mary McLagen. **Seconded** by Ethel Sage. **Carried.**

4. Previous Meeting

a. **That** the minutes of the previous meeting of December 3, 2009 be adopted as circulated.

Moved by Terry Seiler. **Seconded** by Judy Givens. **Carried.**

5. Business from Previous Minutes

a. New County website

- Committee has not yet tested the County website. Committee was unaware that it had already been launched.
- Committee will test out the new website from home to ensure it is accessible and provide feedback.

www.perthcounty.ca

- Committee was asked to also check to make sure West Perth and Perth South are accessible.

www.perthsouth.ca

www.westperth.com

b. OSUM conference

- AAC is putting a booth in at the OSUM tradeshow. OSUM is on Wednesday May 5th from 6pm to 9pm and Thursday May 6th from 8am to 2pm.
- Shelby to send out blocks of time for Committee to volunteer. Even if members can not commit to a time they are encouraged to stop by.
- Suggestions of what to provide at the AAC booth include plans to have sledge hockey and wheelchair basketball games offered in 2011 to promote awareness, and as a possible fundraiser event. To promote the County as well as the lower tiers, handout pamphlets regarding accessibility, have the DVD training sessions playing, and to promote accessible parking.

c. Remuneration

- Each voting committee member will receive Perth County Committee half day pay per meeting attended at a rate of \$97.71.
- Travel expenses will be paid at 46 cents a kilometre.

- Committee will meet no less than four times per year and no more than six times per year.
- Volunteering at events such as OSUM will count as a meeting time.

6. Correspondence

a. Ministry of Community and Social Services letter to AAC

- The ministry of Community and Social Services is working towards the goal of making the province accessible by 2025.
- Remaining standards Information and Communication, Transportation, and Employment are on their way to being finalized. However, the Built Environment standard progress is ongoing.

b. Ministry of Community and Social Services letter regarding reporting

- Reminder notification that the public sector must meet compliance for reporting the Customer Service Standard as of March 31, 2010.
- Letter gives information on how to file an accessibility report.

7. New Business

a. Municipal updates

- North Perth – Listowel downtown core has made improvements to sidewalks and curb cuts. The Atwood Lions Pavilion was demolished and rebuilt with accessibility improvements being considered. Accessibility is being kept in mind with the addition being built on the Elma-Logan arena in April-March 2011. North Perth working to have new fire hall built and upgrades to the administration building in 2010
- Perth South - Perth South – Sidewalk repairs to take place this summer. A brochure regarding visual communication awareness will be added to the website. Being conscious of producing minutes and agendas in bigger fonts to ensure accessibility. Ensuring that staff and contractors receive accessibility standard training. Customer Service Standard training has been completed.

- Perth East – Undertaking facilities reviews. The final report for Council will be made available to the AAC for comments on accessibility sections. Implementing and making the Customer Service Standard training part of the culture of the organization. Working to make vote by mail elections accessible. PERC pools renovation of change rooms. New library being built.
- County – Producing Customer Service Standard training packages for the lower tiers which includes DVD presentations to help train staff.

b. Accessible Elections

- All municipal elections need to have access to registration, accessible parking, accessible route of travel, accessible entrances, accessible washrooms, use of Bell Relay, offering alternative formats such as Braille, large fonts and clear print.
- Municipalities are required to prove how they have made their election accessible to the public. Whether the municipality is running a traditional election with voting stations or a vote by mail they will have to prove how they worked towards being accessible to the public.
- Perth East and Perth South are both implementing the vote by mail method of voting. Committee will suggest ways for the lower tiers to run an accessible election.
- Shelby to send out CNIB clear print accessibility guidelines to lower tiers. CNIB recommends point size, fonts, font styles, letter spacing, margins and columns and the paper finish.

c. Customer Service registration and reporting

- To comply with the Customer Service standard, Municipalities must register and report on-line by March 31, 2010.

d. Huron County's Accessibility Advisory Committee

- Huron County's AAC would like to create a relationship with Perth County AAC in hopes of sharing ideas and resources. Huron County's AAC has invited Perth County AAC to attend their meetings as well as asked if they would be welcome to attend Perth County AAC meetings.
- Suggested that Perth County AAC invite Huron County's AAC to attend OSUM as well invite St. Marys and Stratford.
- Conduct accessibility workshops for AAC to attend.
- Consider creating a regional advisory group to provide a forum to share ideas and resources.
- **That** Perth County Accessibility Advisory Committee invite Huron County's Accessibility Advisory Committee to attend the next meeting on June 3, 2010.

Moved by Judy Nafziger. **Seconded** by Dennis Manarey. **Carried.**

e. Accessibility Advisory Committee meeting time change

- Committee is not enjoying night time driving. Propose to change next meeting time to be in the afternoon from 2pm to 4pm on Thursday June 3, 2010 in Milverton.

8. Adjournment

a. Next meeting: June 3, 2010 at 2pm in Milverton, Perth East Council Chambers.

b. Motion to adjourn

That having completed all business, the meeting be adjourned at 8:17pm.

Moved by Ethel Sage. **Seconded** by Terry Seiler. **Carried.**