



# Accessibility Advisory Committee

## Minutes - March 9, 2009

GODERICH, ONTARIO



Goderich, Ontario  
March 9, 2009

The HURON COUNTY ACCESSIBILITY ADVISORY COMMITTEE met in the Council Chambers, Court House, Goderich on March 9, 2009 at 9:30 a.m.

Present: J. Austin, M. McCauley, L. Adams, D. Kelly, L. Falconer, G. McLachlan, E. Bezaire, B. Fisher, L. Harper, K. Oke, C. Dodds, C. Hoffmann and J. Cowan

Regrets: Lynda Rotteau, Rosemary Armstrong, Darcy Michaud, and Kirk Livingston

## **1. Minutes**

**Moved by B. Fisher**

**Seconded by J. Austin**

**That the minutes of the Huron County Accessibility Advisory Committee meeting of January 12, 2009 and January 19, 2009 be adopted as circulated.**

**CARRIED**

## **2. Accessibility Plan**

2009 will be the first year that municipalities are required to report on ODA, 2001 requirements as well as AODA, 2005 requirements. Because of this J. Cowan requested direction from the Committee on how to proceed with the 2009 Accessibility Plan. The Accessibility Plan is a joint upper-lower tier initiative and requires municipalities to submit actions they have taken to remove, prevent and eliminate barriers within their organization, annually. Starting in 2009, both upper and lower tier municipalities will be required to submit individual reports on their progress in implementing the Customer Service Standard as well as submitting an annual Accessibility Plan. To this end, J. Cowan requested direction on how to integrate the content of the Accessibility Plan to ensure that it is reflected in the Customer Service Reporting mechanism.

Currently, each municipality is required (locally) to submit one by-law review, one operational review and one building review. Under the requirements of the Customer Service Standard, each municipality will also be required to report on their progress made to date.

**Suggestions:** As each standard becomes law, each municipality could report on those requirements through the Accessibility Plan, in order to save on reporting twice. M. McCauley asked if previous years progress could also be included in the plan. J. Cowan will research a format and discuss the plan with the working group.

**FOR INFORMATION**

## **3. Huron East – Brussels Arena Renovations**

Brad Knight gave a presentation on the Brussels Arena renovation project and outlined improvements to be made including accessible washroom and automatic door openers.

Huron East has applied for a Trillium Grant for the project, and expects to hear back in July on whether or not they will receive funding.

G. McLachlan raised the issue on the placement of the automatic door openers, and suggested consistency across municipalities. D. Kelly suggested automatic fixtures be installed, depending on costs.

**FOR INFORMATION**

## **4. Strategy Session**

J. Cowan and C. Dodds discussed Strategy Session outcomes. The committee was instructed to bring comments, feedback and recommendations back to Committee in June.

**Moved B. Fisher**

**Seconded by E. Bezaire**

**That the report be received and brought forward to the next meeting.**

**CARRIED**

## **5. AODA, 2005 Standards**

A copy of the proposed Information and Communications Standard was distributed (under separate cover). The Information and Communications Standard has gone through its public review stage and will now go back to the Province to adopt the proposed standard as is, or to make changes accordingly.

Copies of the submissions from Association of Municipal Clerks and Treasurers of Ontario (AMCTO), Association of Municipalities of Ontario (AMO) and Municipal Information Systems Association (MISA) were also distributed (under separate cover).

The Employment and Transportation Standards were distributed for HCAAC comment (under separate cover). The Employment Standard is out for public review. The public review period closes on May 22, 2009. If you have comments for the standards development committee to review, please forward to J. Cowan by May 15, 2009.

The Transportation Standard is also out for public review. The HCAAC can comment on the standard until March 31, 2009. If you have comments for the standards development committee to review, please forward to J. Cowan by March 23, 2009.

**FOR INFORMATION**

## **6. Building Plan Review**

C. Dodds outlined a possible way to record building plans. J. Cowan has contacted lower tier municipalities who have submitted building plans to the HCAAC, to determine if we are able to receive an additional copy for the building plan review.

**Moved by G. McLachlan**

**Seconded by L. Harper**

**That the HCAAC have staff proceed with developing a record of building plans for review.**

**CARRIED**

## **7. Customer Service Standard – Training Update**

J. Cowan provided an update on the Accessible Customer Service Training Program that is being developed for County staff, and volunteers. D. Kelly asked if the training would be available to the lower tier municipalities. M. McCauley recommended exploring webinars and e-learning style training to utilize in the future for employees and volunteers who might not be able to attend a training session in one location.

**FOR INFORMATION**

## **8. Huron County Municipal Officers Association Meeting**

The Huron County Municipal Officers Association will meet on Friday, April 17, 2009. Accessibility is on the agenda in the afternoon at 1:30 pm. J. Cowan was instructed to develop a presentation on the Customer Service Standard, forthcoming accessibility standards, and other HCAAC initiatives.

J. Cowan was directed to email the meeting details to the HCAAC, as well as the presentation in draft for the committee to comment on.

**Moved by L. Harper**

**Seconded by J. Austin**

**That the HCAAC make a presentation to the Huron County Municipal Officers Association Meeting on April 17, 2009 with M. McCauley, J. Austin, G. McLachlan, L. Harper and L. Falconer in attendance.**

**CARRIED**

### **9. Brochure Swap**

The HCAAC discussed the upcoming brochure swap on April 22. The group also discussed attending Community Matters & Career Fair. C. Dodds will connect with the organizers of Community Matters & Career Fair to determine if it is the correct fit for the group.

**Moved by B. Fisher**

**Seconded by G. McLachlan**

**That the HCAAC participate in the Brochure Swap.**

**CARRIED**

### **10. Next Meeting**

The next meeting of the Huron County Accessibility Advisory Committee will be held on Monday, June 8, 2009 at 9:30 a.m., Council Chambers, Court House, Goderich.

### **11. Adjournment**

**Moved by J. Austin**

**Seconded by M. McCauley**

**That the meeting adjourn at 11:40 a.m.**

**CARRIED**

.....  
Chair