



Accessibility Advisory Committee

Minutes - January 17, 2011

GODERICH, ONTARIO



**HURON COUNTY ACCESSIBILITY ADVISORY COMMITTEE
(HCAAC)**

Goderich, Ontario
January 17th, 2011

The Huron County Accessibility Advisory Committee (HCAAC) met in the Court House Council Chambers, in Goderich on the 17th of January, 2011. All members of the Board were present except for members Charlene O'Reilly, Kevin Dickins and Chris Knapp. Staff members present were, Director of Human Resources Darcy Michaud, Planner Claire Dodds, CBO Kirk Livingston, Social Services representative Robyn de Weerd, Clerk Barb Wilson. ODA Working Group Representative Lynda Rotteau sent her regrets.

Accessibility Coordinator Sandra Thompson called the meeting to order at 9:30 a.m. and introduced Chair David Frayne. Chair Frayne thanked Accessibility Coordinator Thompson for the introduction and requested all present to introduce themselves.

Warden Vincent arrived at 9:35 a.m.

3. Declaration of Pecuniary Conflict of Interest and the General Nature Thereof:

There were no pecuniary conflicts of interest stated by members of the Committee.

4. Minutes:

MOTION:

Moved by: Member B. Fisher and Seconded by: Member J. Austin:

THAT:

The Huron County Accessibility Advisory Committee minutes of the November 29th, 2010 meeting; be approved.

CARRIED

Member Glen McLachlan arrived at 9:41 a.m.

5. Vision, Mission and Mandate:

MOTION:

Moved by: Member L. Falconer and Seconded by: Member M. McCauley:

THAT:

The recommendation of the Huron County Accessibility Advisory Committee to the Huron County Council; that the revised Vision, Mission and Mandate; be approved;

AND FURTHER THAT:

The revised Vision, Mission and Mandate be posted on the Huron County web site.

CARRIED

15. HCAAC Coordinator Position:

Darcy Michaud, Director of Human Resources, reviewed three options for the HCAAC Coordinator position that were discussed on September 13th, 2010.

MOTION:

Moved by: Member M. McCauley and Seconded by: Member J. Austin:

THAT:

The recommendation of the Huron County Accessibility Advisory Committee to the Huron County Council; that a permanent part-time contract position for the Accessibility Coordinator; be approved

CARRIED

MOTION:

THAT:

Moved by: Member B. Fisher and Seconded by: Member J. Austin:

THAT:

The recommendation of the Huron County Accessibility Advisory Committee to the Huron County Council; that Sandra Thompson; be appointed as the Huron County Accessibility Advisory Committee Accessibility Coordinator; be approved.

CARRIED

Member M. McCauley left the meeting at 10:15 a.m.

6. *Draft* Terms of Reference – Huron County Accessibility Advisory Committee:

MOTION:

Moved by: Member L. Falconer and Seconded by: Member M. McCauley:

THAT:

The recommendation of the Huron County Accessibility Advisory Committee to the Huron County Council; that the *draft* Terms of Reference; be approved.

CARRIED

7. Review and Approve the Following Terms of Reference for Subcommittees:

MOTION:

Moved by: Member B. Fisher and Seconded by: Member L. Falconer:

THAT:

The recommendation of the Huron County Accessibility Advisory Committee to the Huron County Council; that the Terms of Reference for the following Subcommittees; be approved;

- Building Plan Review & Physical Architectural Assessment Committee
- Directive and Regulation Review Committee
- Special Events, Awareness & Community Education Committee.

CARRIED

8. 2011 Priorities and Actions for HCAAC:

MOTION:

Moved by: Member L. Falconer and Seconded by: Member J. Austin:

THAT:

The recommendation of the Huron County Accessibility Advisory Committee to the Huron County Council; that the revised 2011 Priorities and Actions for HCAAC; be approved.

CARRIED

9. Sub-Committee member lists:

The following members have agreed to sit on these Committees:

Building Plan Review & Physical Architectural Assessment Committee:

- Bob Fisher
- Glen McLachlan
- Charlene O'Reilly
- Claire Dodds
- HCAAC Coordinator
- Building Official

Special Events, Awareness & Community Education Committee:

- Maureen McCauley
- Glen McLachlan
- Bob Fisher
- HCAAC Coordinator

Directive and Regulation Review Committee:

- Glen McLachlan
- Bob Fisher
- Joe Austin
- Lorie Falconer
- Chris Knapp
- Charlene O'Reilly
- Kevin Dickins
- Maureen McCauley
- Ed Bezaire
- HCAAC Coordinator

MOTION:

Moved by: Member B. Fisher and Seconded by: Member L. Falconer:

THAT:

The Sub-Committee Members Lists as presented by Accessibility Coordinator Sandra Thompson; be received.

CARRIED

10. Review Follow-Up List:

The follow-up list was reviewed.

MOTION:

Moved by: Member L. Falconer and Seconded by: Member E. Bezaire:

THAT:

The Follow-up List as presented by Accessibility Coordinator Sandra Thompson; be received.

CARRIED

11. Review Thank you letters to gas stations who participated in our In-Vehicle Incentive Program as requested at the last meeting:

There was discussion regarding the In-Vehicle Incentive Program. There is a need for signage for these full service stations.

Robyn De Weerd will present the design signage at the next meeting.

12. Municipal Clerks letter regarding Huron County's Universal Design and Accessibility Guidelines for Site Plan Control Documents and the draft Built Environment Standard:

MOTION:

Moved by: Member L. Falconer and Seconded by: Member G. McLachlan:

THAT:

The thank you letters to gas stations who participated in our In-Vehicle Incentive Program and the letter to the Municipal Clerk regarding Huron County's Universal Design and Accessibility Guidelines for Site Plan Control Documents and the draft Built Environment Standard; be approved.

CARRIED

13. HCAAC Membership List for 2011:

MOTION:

Moved by: Member B. Fisher and Seconded by: Member L. Falconer:

THAT:

The Membership List for 2011; with revisions; be received.

CARRIED

14. North Huron Main Street Revitalization Committee:

HCAAC Member Lorie Falconer is a Committee member on the North Huron Main Street Revitalization Committee. This Committee is reviewing the revitalization of the Main Street in Wingham, North Huron. The first phase of the project will be commencing at the intersection of Highways 4 and 86 and proceeding north along Main Street to the Fire Hall, almost to Alfred Street.

Member Falconer reviewed how the Committee is considering the accessibility issue as it proceeds with the revitalization. Warden Neil Vincent, who is also the Reeve of North Huron was in attendance at the meeting and added some comments about the project.

MOTION:

Moved by: Member J. Austin and Seconded by: Member E. Bezaire:

THAT:

The Report by Member Falconer on the North Huron Main Street Revitalization Committee; be received.

CARRIED

16. Purchase of TTY/TextNet:

Sandra Thompson, Accessibility Coordinator reported on the pros and cons for TTY and TextNet. It is necessary for the County of Huron to consider either the TTY or the TextNet to be in compliance with *Accessibility for Ontarians with Disabilities Act (AODA)*.

There was a great deal of discussion. The surplus from 2010 can be used to purchase this piece of communication equipment.

MOTION:

Moved by: Member B. Fisher and Seconded by: Member J. Austin:

THAT:

The recommendation of the Huron County Accessibility Advisory Committee to Huron County Council; that a Textnet; (a software program that is used on personal computers to assist in the communication for citizens with a hearing impairment); be approved;

AND FURTHER THAT:

The cost of \$210 per month and an initial set up fee of \$420 and a training flat fee of \$500; be approved (with the funds from the 2010 Budget Surplus);

Motion Con't. on Page 7

Motion Con't. from Page 6.

AND FURTHER THAT:

The Textnet software program; be reviewed with the Huron County IT staff prior to it being purchased to confirm its compatibility with the County's system;

AND FURTHER THAT:

The Textnet software program; be reviewed in one year from the date of installation by the Accessibility Coordinator.

CARRIED

17. Update from HCAAC Coordinator:

Sandra Thompson, Accessibility Coordinator reviewed her Report; for the information of the Committee.

MOTION:

Moved by: Member L. Falconer and Seconded by: Member G. McLachlan:

THAT:

The Report entitled Update from HCAAC Coordinator Sandra Thompson; be received.

CARRIED

Next meeting:

The next HCAAC meeting will be held on Monday March 21st, 2011 at 9:30 a.m. at the Court House Council Chambers, Goderich.

Future Agenda Items:

Sandra Thompson, Accessibility Coordinator will look into having EMS attend an upcoming HCAAC meeting.

MOTION:

Moved by: Member J. Austin and Seconded by: Member E. Bezaire:

THAT:

The HCAAC meeting adjourn at 11:55 a.m.

CARRIED

Chair, David Frayne