



# Accessibility Advisory Committee

Minutes - June 11, 2012

GODERICH, ONTARIO



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

Goderich, Ontario  
June 11<sup>th</sup>, 2012.

The Huron County Accessibility Advisory Committee met in the Court House Council Chambers, Goderich, on the 11<sup>th</sup> of June, 2012. In the absence of Chair Klopp, the meeting was called to order at 9:30 a.m. by Warden B. MacLellan. Acting Chair MacLellan welcomed the members to the meeting. All members of the Committee were present except member Tracey Carter.

Staff present were; Accessibility Co-ordinator Sandra Thompson, County Planner Claire Dodds, ODA Working Group Representative Lynda Rotteau, Social Services representative Robyn de Weerd, Building Official representative Kirk Livingston and County Clerk Barb Wilson.

**Pecuniary Conflict of Interest:**

There were no declarations of pecuniary conflict of interest.

**Agenda:**

RESOLUTION:

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

THAT:

The HCAAC Agenda for June 11<sup>th</sup>, 2012; be accepted and all the Reports included in the Agenda; be received.

CARRIED

**Minutes:**

RESOLUTION:

Moved by: Member B. Fisher and Seconded by: Member E. Bezaire:

THAT:

The minutes of the March 19<sup>th</sup>, 2012 Huron County Accessibility Advisory Committee; be approved.

CARRIED

**Committee member Issues:**

Member M. McCauley requested that an Action Plan be brought forward at the next meeting.

Member B. Fisher commended Accessibility Co-ordinator Sandra Thompson and all those involved in the successful evening with Alvin Law held at the Knights of Columbus Hall on Wednesday May 30<sup>th</sup>, 2012.

**6. Report of the Accessibility Co-ordinator:**

Sandra Thompson, Accessibility Co-ordinator presented the reports; for the information of the Board.

**6.1 Master Plan Downtown Rebuild – Accessible Parking:**

Claire Dodds reviewed the Master Plan Downtown Rebuild with emphasis on Accessible Parking for the Town of Goderich.

The key areas of concern are as follows:

1. Location of Accessible Parking to service the Court House
2. Location of Accessible Parking on the Square
3. Accessibility to entrances of buildings on the Square

There were comments from the membership for wider and/or longer accessible parking, to ensure there are two accessible spaces on the South Street entrance with signage that covers the depth and width of the accessible parking and in the winter time that the accessible parking spots be cleared of snow.

**RESOLUTION:**

Moved by: Member M. McCauley and Seconded by: Member B. Fisher:

THAT:

The following Resolution; be forwarded to the Town of Goderich Council:

The Huron County Accessibility Advisory Committee would like to congratulate the Council of the Town of Goderich with respect to the accessible parking that has been designed for the South Side of the Court House entrance;

AND FURTHER THAT:

A recommendation from the Huron County Accessibility Advisory Committee to reference the City of London's universal design standards in the design for the accessibility parking;

Resolution Con't. on Page 3.

Resolution Con't. from Page 2.

AND FURTHER THAT:

The Huron County Accessibility Advisory Committee recommend that winter maintenance of the accessible parking be taken into consideration allowing all patrons of the Court House Square access to move safely;

AND FURTHER THAT:

The Council of the Town of Goderich strongly encourage business owners who are retrofitting their building to strongly encourage building access for accessibility.

CARRIED

### **6.2 Website Update:**

Sandra Thompson, Accessibility Co-ordinator reported IT has advised there will be no further charges for the web site to be updated with education and more resources as it relates to accessibility.

### **6.3 Investigation of Contract Position for Editing Material for Website:**

Sandra Thompson, Accessibility Co-ordinator reported that further to Member M. McCauley's suggestion for a contract position for editing material for the web site; Sandra is able to proceed to do this as part of her duties. An example of education material produced and condensed in bullet points was included in the meeting Agenda package. There is a four page Customer Service document that has been put into one page, and will be put on to the web site with a link saying more details relating to the four page document; as well as an eight page document on servicing customers with service animals has been reduced to two pages with a link on the web site as well.

### **6.4 Awards Program:**

Sandra Thompson, Accessibility Co-ordinator wants to incorporate Awards Program in the National Access Awareness Week. She will bring back for approval before proceeding.

### **6.5 Tracking List Update:**

#### **1. Gas Station Signage:**

Sandra Thompson, Accessibility Co-ordinator reported that the motivation seems to be lost for the service stations to be accessible. She has contacted 11 gas

stations without much response. The service stations can become accessible by offering a service whereby the use of a credit card machine with the chip card may be offered for payment while the patron remains in the vehicle.

Warden MacLellan advised he will be recommending to County Council that a list of those service stations that offer accessible service in Huron County will go on the Huron County web site, the Tourism web site and all applicable web sites.

#### 2. BrowseAloud:

Sandra Thompson, Accessibility Co-ordinator has been assured by Marian Doucette, Huron County's web architect that BrowseAloud was put on the web site and then crashed. BrowseAloud will be up and running in another month.

#### 3. TextNet:

Sandra Thompson, Accessibility Co-ordinator reported that TextNet is back on track with the TextNet purchase. The IT Department reviewed the material in detail and were concerned about the Canadian Privacy laws. TextNet has agreed to revise guidelines to follow Canadian Privacy laws. TextNet will be purchased and installed. Sandra Thompson is working with IT and the Canadian Hearing Society as to where the five ports are going to be as far as physical locations.

### **6.6 Ontario Network of Accessibility Professionals (ONAP) Meeting on June 14<sup>th</sup>, 2012 in St. Catharines**

Sandra Thompson, Accessibility Co-ordinator reported she is going to St. Catharines for training for the new standards. It is a train the trainer meeting and there will be lots of material to share. Marian Doucette is going to go too for information and communication training.

### **6.7 IARS Training in Walkerton on June 22<sup>nd</sup>, 2012**

Sandra Thompson, Accessibility Co-ordinator reported that Bruce County is hosting this training on June 22<sup>nd</sup>. The cost is \$385 per person. Sandra is planning to attend.

### **6.8 Annual Plan**

Sandra Thompson, Accessibility Co-ordinator reported she is working on the annual plan. There needs to be some pictures taken later today for the web

site. Sandra will send out a draft of the annual plan before the September meeting.

## **7. Accounts and Financial Statement:**

RESOLUTION:

Moved by: Member B. Fisher and Seconded by: Member B. Hicks:

THAT:

The Accounts and Financial Statement for the Huron County Accessible Advisory Committee; be approved.

CARRIED

## **8. Reports from the HCAAC Sub-Committees:**

### **a) Building Plan Review & Physical Architectural Assessment Committee:**

It was reported that the Committee for the construction of the Bluewater Library, Post Office and Public Washrooms took all the comments offered by this Sub-Committee.

The Sub-Committee reviewed the Brussels Library plans and it was reported that the tender documents should be finalized in the next couple of weeks.

The Sub-Committee reviewed the plans for the Maitland River Public School, Wingham. The Avon Maitland District School Board was receptive to the recommendations from the Sub-Committee and Sandra Thompson has commented on this letter. The Sub-Committee is awaiting a response from the School Board regarding Sandra's letter.

It was suggested that the Sub-Committee keep a list of buildings that the Sub-Committee has sent recommendations to the property owners of buildings and record if the recommendations were completed.

There was some discussion about the criteria for the Awards Program; with possibly some recognition in the way of a plaque or information on the County's web site.

**b) Special Events, Awareness & Community Education Committee:**

The event was held on May 30<sup>th</sup>, in the Knights of Columbus Hall in Goderich, with Alvin Law. It was reported that this was an amazing event and very entertaining. Alvin Law is an inspiring speaker to an audience of all ages. Mr. Law spoke to the National Access Awareness Week and how important it is. There were approximately 140-150 people in attendance. Lorie Falconer assisted with the updated display board that outlined the Mission and Vision Statement of this Committee. Chair Paul Klopp was the Master of Ceremonies and did a great job.

Sandra Thompson, Accessibility Co-ordinator advised this Sub-Committee will start planning an event in September for next year. The Perth County Accessibility Co-ordinator is interested in partnering with Huron County. Sandra will explore more corporate sponsorship.

Lorie requested a thank you be sent from the Committee to the corporate sponsors.

**c) Directive and Regulation Review Committee:** Nothing to report.

**9. New Business and/or Unfinished Business:**

Sandra Thompson, Accessibility Co-ordinator reported that the Wingham Police are doing renovations to their offices. Sandra is going to see if they would like to have the Committee's input into their plans. She will report back to the Committee.

Member Charlene O'Reilly reported the service the Grey County EMS have in place. Member O'Reilly and her family are vacationing in Grey County and their son has accessibility challenges. Grey County EMS have assured Member O'Reilly that the location of their vacation spot has been mapped out with GPS so in the event of an emergency they will not have any difficulty finding their vacation spot. This is a service that possibility Huron County EMS could look into.

**10. Items for the Next Meeting Agenda:**

- IAR Standard Training Module
- Annual Plan Approval
- Communication & Information Policies

- Budget for 2013

**11. Next Meeting:**

The next meeting of the HCAAC will be Monday September 17<sup>th</sup>, 2012 at 9:30 a.m., in the Council Chambers of the Court House in Goderich.

**Adjournment:**

RESOLUTION:

Moved by: Member J. Austin and Seconded: Member G. McLachlan:

THAT:

The HCAAC meeting; do now adjourn at 11:30 a.m.

CARRIED

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Warden Bernie MacLellan  
for Chair Paul Klopp