

County of Elgin/Central Elgin
Joint Accessibility Advisory Committee – Minutes
Central Elgin Boardroom
August 21, 2018 – 10 AM – 12:00 PM

Members Present: Doug Mayer, Deputy Mayor Martyn, Michelle Horton, Arn Row, Sam McFarlane, Dianne Wilson

Regrets: Harry Muir

1. Call to Order

The meeting was called to order at 10:10 am.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

None observed.

3. Adoption of Previous Minutes

Moved by Deputy Mayor Martyn

Seconded by Michelle Horton

THAT the minutes dated October 18, 2017, be approved. CARRIED

Moved by Michelle Horton

Seconded by Deputy Mayor Martyn

THAT the minutes dated April 16, 2018 be approved. CARRIED

4. Delegations

None.

5. Old Business

a. POA Building support

Elgin County Staff provided an overview of the new Provincial Offences Administration building to the JAAC at the last meeting (April 26, 2018). Drawings were reviewed as a whole with accessibility features highlighted. Minor questions raised from the committee, no major concerns as a whole. Sam to follow up with Leesa regarding anticipated occupancy and signage/other interior details as they relate to accessibility.

Moved by Deputy Mayor Martyn

Seconded by Michelle Horton

THAT the drawings be approved as shown April 26, 2018. CARRIED

6. New Business

a. Trail Consultation

In depth conversation held about consultation requirements as they relate to trails and the JAAC. Trail slope, location and need for ramps, location, design and need for viewing areas, rest areas, passing areas and trail amenities were discussed. Rough draft consultation document created. This document to be circulated to lower tiers and to the public via survey for feedback. Lower tier representatives to be present at next JAAC meeting for comments and finalization of consultation document.

b. Committee Member Handbook/Meeting Guidelines

Committee Member Handbook/Meeting Guidelines draft copy reviewed. Edits made. Final copy to be presented at next meeting for approval.

c. Site Plan Review

Conversation held about the potential for the JAAC to review site plan developments if timing is favourable in coordination with Central Elgin. Sam recommends that Site Plans be a standing item on future JAAC agendas. Dianne to follow up with Lloyd to confirm that Sam is in fact on mailing list for site plan reviews.

Moved by Deputy Mayor Martyn

Seconded by Arn Row

THAT "Site Plans" be a standing item on all future JAAC agendas. CARRIED

d. OBIAA Accessible Downtown

Sam discussed his recent appointment to an OBIAA working group aiming to create an accessible downtown guiding document for circulation to business owners and municipalities alike on how to make their downtown main streets more accessible. The working group is looking for AAC members or members of the public to participate in one of the 4 workshops scheduled. One likely scheduled at the Elgin County training room. JAAC members to be notified of details closer to the date.

7. Next Meeting – November 20th 2018 at 10:00 am – Central Elgin Boardroom or Elgin County Heritage Centre. Sam to follow up with Cultural Services staff.

8. Adjournment

Moved by Arn Row

Seconded by Michelle Horton

THAT the meeting adjourn at 11:30.