



**COUNTY OF ELGIN/CENTRAL ELGIN
JOINT ACCESSIBILITY ADVISORY COMMITTEE
MINUTES
CENTRAL ELGIN BOARD ROOM
January 21, 2015 at 10:00 AM**



Members Present: Lynn deMont, Douglas Mayer, Arnold Row, Joyce Greer, Sally Martyn, Dianne Wilson and Jennifer Cowan

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and the General Nature Thereof**
- 3. Adoption of Previous Minutes**

**Moved by Douglas Mayer
Seconded by Joyce Greer**

THAT the minutes dated December 3, 2014 be approved.

- 4. Old Business**
 - a. Accessibility Plan Update**

J. Cowan reviewed the updated accessibility plan and asked committee members to provide feedback at the next meeting.

- b. Making Accessibility Happen Handbook**

J. Cowan handed out the Making Accessibility Happen handbook that was developed by the Accessibility Directorate of Ontario.

- c. Design of Public Spaces Regulation**

J. Cowan reviewed the Design of Public Spaces regulation with the committee.

- d. Accessible Digital Office Document Training – video**

J. Cowan showed a video that outlines how a person with a visual impairment accesses information on the internet.

- 5. New Business**

- a. JAAC Recruitment 2015**

As per the JAAC's Terms of Reference recruitment will begin for new members. Existing committee members were encouraged to re-apply. J. Cowan handed out applications.

b. Training

J. Cowan updated the committee on the training taking place throughout the County, including Accessibility training for local councilors.

c. Performance Appraisal Policy

J. Cowan presented the County's Performance Appraisal Policy with an update in order to meet the requirements of the Integrated Accessibility Standards Regulation.

d. Enabling Accessibility Fund – Library Grant

The County has been awarded \$10,169 by the Federal Government in order to enhance accessibility within the Library system. The funding must be spent within 52 weeks of approval.

e. AODA compliance reporting for 2015

The County of Elgin and Municipality of Central Elgin are required to submit an AODA compliance report in 2015. More details will be available later in the year.

6. Items for Next Meeting

7. Next Meeting - Central Elgin Boardroom. No date was determined

8. Adjournment

Moved by Douglas Mayer

Seconded by Joyce Greer

THAT the meeting adjourn at 11:45 AM.



**COUNTY OF ELGIN/CENTRAL ELGIN
JOINT ACCESSIBILITY ADVISORY COMMITTEE
MINUTES**



**ELGIN COUNTY ADMINISTRATIVE SERVICES BOARD ROOM
April 23, 2015 at 1:00 PM**

Members Present: Douglas Mayer, Arnold Row, Stephen Campbell and Sally Martyn
Regrets: Michele Horton
Staff: Dianne Wilson – Central Elgin, Jennifer Cowan – Elgin County

1. Call to Order

J. Cowan took the chair and called the meeting to order at 1:06 pm in order to conduct the appointment of a Chair for the Committee.

2. Appointment of 2015 Chairperson

Moved by Sally Martyn

Seconded by Stephen Campbell

THAT Douglas Mayer be appointed chairperson for 2015. CARRIED

3. Disclosure of Pecuniary Interest and the General Nature Thereof

4. Adoption of Previous Minutes

Moved by Sally Martyn

Seconded by Stephen Campbell

THAT the minutes dated January 21, 2015 be approved. CARRIED

5. Old Business

a. Port Stanley Harbour West Breakwater Railing System

Lloyd Perrin, Director of Physical Services, Central Elgin will present plans for the railing system to be located on the Port Stanley Harbour West Breakwater.

6. Items for Next Meeting

Multi-year accessibility plan, AODA compliance reporting for 2015, JAAC Orientation

7. Next Meeting - Central Elgin Boardroom, May 28 at 12 pm.

8. Adjournment

Moved by Arnold Row

Seconded by Stephen Campbell

THAT the meeting adjourn at 1:41 PM.

COUNTY OF ELGIN/CENTRAL ELGIN
JOINT ACCESSIBILITY ADVISORY COMMITTEE MINUTES
CENTRAL ELGIN BOARDROOM
May 28, 2015 at 12:00 pm

Present: Michelle Horton, Arnold Row, Douglas Mayer, Stephen Campbell, Deputy Mayor Martyn
Staff: Dianne Wilson – Central Elgin and Jennifer Cowan – County of Elgin

1. Call to Order

The meeting was called to order at 12:03 p.m.

2. Appointment of Vice Chair

Moved by Arnold Row

Seconded by Stephen Campbell

THAT Michelle Horton be appointed vice chair of the JAAC for 2015. CARRIED

3. Disclosure of Pecuniary Interest and the General Nature Thereof

4. Adoption of Previous Minutes

Deferred until next meeting.

5. Old Business

a. Port Stanley Harbour Breakwater Update – Dianne Wilson

D. Wilson provided a verbal update to the JAAC indicating that the number of lookout points/windows will be increased from two to five.

6. New Business

a. Belmont Library – Don Leitch, CAO, Central Elgin

Don Leitch attended the meeting to seek feedback from the JAAC regarding the renovation plans for the Belmont Library.

b. Multi-Year Accessibility Plan

J. Cowan gave an overview on the updated plan and asked the JAAC to bring comments to the next meeting.

c. Accessibility Compliance Reporting for 2015

The County of Elgin has filed its 2015 Accessibility Compliance Report through the Province of Ontario's one-key system. The report requires that one individual act as an "Administrator" for the report. This individual is responsible for filling out the form and ensuring compliance. The report requires that a "Certifier" verify that the information in the report is accurate. J. Cowan gave the JAAC an overview on how the County is meeting compliance.

d. AMCTO AODA 10th Anniversary Champion Awards

AMCTO, with the support of the Government of Ontario, is recognizing individuals who demonstrate leadership in accessibility and disability issues through the new AODA 10th Anniversary Champion Award. This is a one-time award to recognize outstanding individuals who demonstrate passion and commitment in the promotion of awareness of accessibility and inclusiveness in their community.

e. Joint Accessibility Advisory Committee Orientation

This item was deferred.

f. Second Review of Accessibility for Ontarians with Disabilities Act (AODA) – FOR INFORMATION

The Province of Ontario appointed Dean Mayo Moran to review the AODA in 2013. Public consultation sessions were held throughout Ontario in 2014 where public feedback was sought. Reviews are conducted every three years.

7. Next Meeting – JAAC Orientation: Central Elgin Boardroom June 24, 2015 at 12 p.m.

8. Adjournment

Moved by Arnold Row

Seconded by Deputy Mayor Martyn

THAT the meeting adjourn at 1:22 P.M. CARRIED

COUNTY OF ELGIN/CENTRAL ELGIN
JOINT ACCESSIBILITY ADVISORY COMMITTEE MINUTES
CENTRAL ELGIN BOARDROOM
June 24, 2015 at 12 p.m.

Members Present: Arnold Row, Stephen Campbell, Deputy Mayor Martyn
Regrets: Doug Mayer, Michele Horton
Staff: Dianne Wilson – Central Elgin and Jennifer Cowan – County of Elgin

1. Call to Order

J. Cowan took the chair and called the meeting to order at 12:13 p.m. in order to conduct the appointment of a Chair for the Committee.

Moved by Deputy Mayor Martyn
Seconded by Stephen Campbell

THAT Arnold Row be appointed acting vice-chair of the June 24, 2015 meeting. CARRIED

- 2. Disclosure of Pecuniary Interest and the General Nature Thereof**
- 3. Joint Accessibility Advisory Committee Orientation**

J. Cowan conducted orientation for the committee in the following areas: municipal governance and legislative overview. Further orientation will be provided at a later date to review the roles of the Joint Accessibility Advisory Committee.

- 4. Next Meeting - Central Elgin Boardroom - August 26, 2015 at 12 p.m.**

5. Adjournment

Moved by Stephen Campbell
Seconded by Deputy Mayor Martyn

THAT the meeting adjourn at 1:22 P.M.

County of Elgin/Central Elgin
Joint Accessibility Advisory Committee Minutes
Central Elgin Boardroom
August 26, 2015 at 12 p.m.

Members Present: Arnold Row, Douglas Mayer, Michele Horton, Stephen Campbell, Deputy Mayor Martyn, Jennifer Cowan

Regrets: Dianne Wilson

- 1. The meeting was called to order at 12:03 pm.**
- 2. Disclosure of Pecuniary Interest and the General Nature Thereof**
- 3. Adoption of Previous Minutes**

Moved by Stephen Campbell

Seconded by Michele Horton

THAT the minutes dated April 23, 2015 be approved. CARRIED

Moved by Deputy Mayor Martyn

Seconded by Arnold Row

THAT the minutes dated May 28, 2015 and be approved. CARRIED

Moved by Michele Horton

Seconded by Stephen Campbell

THAT the JAAC Orientation minutes dated June 24, 2015 be approved. CARRIED

- 4. Old Business**
 - a. Belmont Library Update**

Don Leitch, CAO, Municipality of Central Elgin provided the committee with an update on the progress of the Belmont Library renovations.

- b. Orientation – Role of the JAAC**

Jennifer Cowan gave a presentation to the JAAC on the roles of the committee.

- c. Beach Accessibility**

Jennifer Cowan discussed beach accessibility with the committee including the beach wheelchairs purchased for the Port Stanley beach and the possibility of the purchase of “mobi-mats” to be used at the Port Bruce beach.

5. New Business

a. Accessibility “Certification” programs

i. Province of Ontario – LEED

The Accessibility Directorate of Ontario has announced a new accessibility certification program for organizations in Ontario. This program is similar to the LEED program for environmental and energy efficiency. Jennifer Cowan informed the committee of this program and will follow up when more information is available.

ii. York Region Accessibility Assessment Tool – Beyond Compliance.

Jennifer Cowan gave an overview of York Region’s Accessibility Assessment tool, Beyond Compliance. The assessment tool is designed to provide organizations an idea of how far an organization goes beyond compliance.

b. Multi-Year Accessibility Plan

Jennifer Cowan reviewed the updated multi-year accessibility plan and has requested that the committee provide comments on the plan by September 30, 2015.

c. Accessibility Directorate of Ontario - Action Plan

Jennifer Cowan provided an overview of the ADO’s Accessibility Action Plan released in June.

6. Next Meeting - Central Elgin Boardroom – November 5, 2015 at 12 pm.

7. Adjournment

Moved by Arnold Row

Seconded by Stephen Campbell

THAT the meeting adjourn at 1:39 PM.