

County of Elgin/Central Elgin
Joint Accessibility Advisory Committee Minutes
Central Elgin Boardroom
April 26, 2018 – 10 AM – 12:00 PM

Members Present: Doug Mayer, Deputy Mayor Martyn, Dianne Wilson, and Sam McFarlane

Also present: Leesa Shanley and Cole Aiken, Elgin County

Regrets: Harry Muir, Arn Row, Michelle Horton

Quorum not met. Only discussion held.

1. Call to Order

N/A

2. Disclosure of Pecuniary Interest and the General Nature Thereof

N/A

3. Adoption of Previous Minutes

N/A

4. Delegations

None

5. Old Business

N/A

6. New Business

a. Introduction – Sam McFarlane, Accessibility Coordinator

Sam McFarlane gave brief introduction on professional background to committee

b. Provincial Offences Administration Building Drawings Review

Sam McFarlane along with Cole Aiken and Leesa Shanley (Elgin County) provided an overview on the Provincial Offences Administration building construction project. Drawings were reviewed as a whole with accessibility features highlighted. Some minor questions raised from committee members but no major concerns. When quorum is met, committee to draft a motion to approve drawings as shown April 26, 2018.

c. Employment Standards Recommendations

Sam McFarlane reviewed 8 recommendations going forward to the Minister Responsible for accessibility as it relates to employment. Discussion held. Contact information provided if any

members of the committee wanted to provide comments. Comments due May 5, 2018. Contact information circulated before the meeting in link provided.

d. Recruiting Update

Discussion had about potential vacancy. This was cleared up as Deputy Mayor Martyn represents 2 membership spots. No vacancy, no recruitment needed.

e. Committee Member Handbook/Meeting Guidelines

Sam McFarlane to bring draft Committee Member Handbook to next meeting for discussion.

7. Next Meeting – August/September 2018 at 10:00 am – Central Elgin Boardroom

8. Adjournment

Meeting Adjourned at 11:15 am