

County of Elgin/Central Elgin
Joint Accessibility Advisory Committee MINUTES
Basement Training Room
January 18, 2017 at 10:00 AM

Present: Doug Mayer, Michelle Horton, Deputy Mayor Sally Martyn, Arnold Row, Dianne Wilson, Shelly Steffler (Central Elgin), and Jennifer Cowan
Also in attendance: Gwen Tracy (Malahide), Chris Cox (Malahide), Spencer Pray (West Elgin), Jeff Slater (West Elgin), Thom Polland (Aylmer), and Lloyd Perrin (Central Elgin)

1. Call to Order

Jennifer Cowan called the meeting to order at 10:05 am.

2. Appointment of Chairperson for 2017

Moved by Arnold Row
Seconded by Deputy Mayor Martyn

THAT Doug Mayer be appointed chairperson of the Joint Accessibility Advisory Committee for 2017. CARRIED

Moved by Deputy Mayor Martyn
Seconded by Michelle Horton

THAT Arnold Row be appointed vice-chairperson of the Joint Accessibility Advisory Committee for 2017. CARRIED

3. Disclosure of Pecuniary Interest and the General Nature Thereof
4. Adoption of Previous Minutes

Moved by Arnold Row
Seconded by Michelle Horton

THAT the minutes dated October 12, 2016 be approved. CARRIED

5. Delegation

Jennifer Cowan presented to the JAAC how municipalities will consult the public, and people with disabilities in relation to new accessible playground projects.

6. Old Business

7. New Business

a. Central Elgin Trails Master Plan

Lloyd Perrin, Director of Physical Services for the Municipality of Central Elgin gave an overview of the Central Elgin Trails Master Plan and will return to present a draft of the plan at a later date.

b. Resignation/Recruitment

Stephen Campbell tendered his resignation in December 2016. The committee requested that a letter of appreciation be sent to Stephen. The committee directed Jennifer Cowan to fill the vacancy by posting a call for applications on both Central Elgin's and the County's website, and to advertise through the Central Elgin Buzz.

c. Terms of Reference

Jennifer Cowan presented an updated JAAC Terms of Reference identifying the ability to participate electronically in the event of an accommodation.

Moved by Michelle Horton

Seconded by Deputy Mayor Martyn

THAT the Joint Accessibility Advisory Committee Terms of Reference be approved and forwarded to County Council for final approval. CARRIED

d. Procedures

Jennifer Cowan presented procedures developed to accompany the Corporate Accessibility Policy. Procedures include: Accessibility Training Procedure, Accessibility Feedback Procedure, Support Persons Procedure, Request for Accessible Formats and Communication Supports Procedure, Service Animals in the Workplace Procedure and Temporary Service Disruption Procedure.

Moved by Michelle Horton

Seconded by Arnold Row

THAT the procedures as amended be approved and forwarded to County Council for final approval. CARRIED

e. Accessible Maintenance Practices

Jennifer Cowan presented an attachment to be included as part of the Multi-Year Accessibility Plan regarding accessible maintenance practices.

**Moved by Deputy Mayor Martyn
Seconded by Arnold Row**

THAT the Accessible Maintenance Practices be approved and forwarded to County Council for final approval. CARRIED

f. Solitude Nature Reserve Update

Jennifer Cowan provided an update to the committee on the accessibility features at the Solitude Nature Reserve as requested by Mary Hanley.

g. Shedden Library

Jennifer Cowan reviewed plans for the new Shedden Library to the committee.

h. Enabling Accessibility Fund – Approved Grants

The Municipality of Central Elgin was successful in its application to purchase accessible beach mats for the Port Stanley Main Beach.

The County of Elgin was successful its application for accessible sidewalks at Bobier Villa.

8. Next Meeting – March 15, 2017 at 10:00 am – Committee Room #2

9. Adjournment

**Moved by Arnold Row
Seconded by Deputy Mayor Martyn**

THAT the meeting adjourn at 12:19 pm.