



County of Elgin/Central Elgin
Joint Accessibility Advisory Committee
Discussion Notes

Wednesday, November 10, 2021
2:00 p.m. – 4:00 p.m.
Virtual via Zoom

Attendees: Tom Marks, Deputy Mayor, Municipality of Central Elgin
Michele Horton
Dianne Wilson, Deputy Clerk, Municipality of Central Elgin
Sarah Savoie, Accessibility Coordinator, County of Elgin
Katherine Thompson, Manager of Administrative Services, County of Elgin
Aaron VanOorspronk, Senior Engineering Design & Construction
Technologist, County of Elgin
Jenna Fentie, Legislative Services Coordinator, County of Elgin

Regrets: Doug Mayer, Chair
Arn Row, Vice Chair
Harry Muir

1. Call to Order

The County of Elgin/Central Elgin Joint Accessibility Committee met this 10th day of November 2021 via Zoom. The meeting began at 2:08 p.m. Discussion notes of the meeting are outlined below as quorum was not achieved.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

3. Adoption of Previous Minutes – October 20, 2021

Deferred until next meeting.

4. Delegations

None.

5. New Business

a. Furnival Road Accessible Parking Update

The Accessibility Coordinator advised the Committee that the staff at the Municipality of West Elgin and County of Elgin have begun working on the accessible parking project on Furnival Road.

b. Consultation on Reconstruction of Hamlet of Richmond

The Senior Engineering Design & Construction Technologist provided an update on the Reconstruction of the Hamlet of Richmond in the Municipality of Bayham. The project will include replacement of storm sewers and private drain connections, road base replacement complete with concrete sidewalks and curbs, and asphalt replacement. The County of Elgin confirms that on-street accessible parking spaces are not required given that the Hamlet is a residential area. The Committee will vote on staff's recommendation at the next Joint Accessibility Advisory Committee meeting.

c. Snow Removal in Central Elgin

i Canada Post Community Mailboxes

The Accessibility Coordinator provided an update regarding snow removal around Canada Post community mailboxes and noted that a service ticket can be submitted via the Canada Post website.

ii Municipality Crosswalks with Accessible Pedestrian Signals (APS)

The Accessibility Coordinator shared the Committee's concerns regarding snow removal around crosswalks with APS with the Municipality of Central Elgin. Staff at the Municipality noted that staff will be reminded to keep an eye on crosswalks, and that crosswalks are cleared in accordance with O. Reg. 230/2 Minimum Maintenance Standards. If there are concerns regarding snow removal, please contact the Municipality of Central Elgin Infrastructure & Community Services Department at 519-631-4860. Michele asked for enhanced communication efforts on County and Municipal websites to inform the public on snow removal processes and how to report issues.

d. Zoom Captioning Update

The Accessibility Coordinator noted that Zoom now provides free auto-generated closed captioning for all users, including those with free accounts. Instructions can be found in the attached presentation.

e. 2021 -2026 Joint Multi-Year Accessibility Plan

i New Updates

The Accessibility Coordinator provided information regarding new updates included within the Joint Multi-Year Accessibility Plan such as: message from CAO, description of Accessibility Coordinator role, removal of repetitive sections, addition of Local Municipal Partner sections, addition of Accessible Maintenance Procedures and Temporary Service Disruptions under Appendix A, and updated contact information. Michele suggested that the definition of membership for the Joint Accessibility Advisory Committee be expanded to include caregivers and significant others of persons with disabilities. The Accessibility Coordinator will also amend the language on page 17 to include the wording "County-owned Long-Term Care". The Accessibility Coordinator will update the plan and forward to the Committee by November 16, 2021.

ii Approval and Timeline for MYAP

The Accessibility Coordinator also provided an approval timeline for the MYAP. The final version of the plan will be presented to County Council on November 23, 2021, with the final copy posted online by early December 2021.

f. New Membership Recruitment for JAAC

The Accessibility Coordinator notified the Committee that Harry Muir has resigned from the Joint Accessibility Advisory Committee. A letter of appreciation will be sent to Mr. Muir on behalf of the Chair.

The Accessibility Coordinator sought feedback from the Committee on how they would like to proceed in terms of recruiting new members to the Committee. The Committee discussed expanding the membership to include members from other local municipalities, as well as enhancing communication regarding recruitment. Michele suggested that in addition to advertising on social media, advertisements should be sent to organizations that work with people with disabilities, seniors' centres, etc.

6. Next Meeting

The next meeting will be tentatively scheduled for January 12, 2022 from 10:00 a.m. to 12:00 p.m.

7. Adjournment

The meeting adjourned at 2:49 p.m.

Julie Gonyou,
Chief Administrative Officer/Clerk.

Doug Mayer,
Chair.