



County of Elgin/Central Elgin
Joint Accessibility Advisory Committee
Minutes

Tuesday, September 13, 2022
10:00 a.m.
Virtual via Zoom

Attendees: Doug Mayer, Chair
Tom Marks, Deputy Warden, County of Elgin
Michele Horton, Community Member
Dianne Wilson, Deputy Clerk, Municipality of Central Elgin
Sarah Savoie, Accessibility Coordinator, County of Elgin
Jenna Fentie, Manager of Administrative Services, County of Elgin
Stefanie Heide, Legislative Services Coordinator, County of Elgin

Regrets: Arn Row, Vice Chair

1. Call to Order

The County of Elgin/Central Elgin Joint Accessibility Committee met this 13th day of September 2022 via Zoom. The Chair called the meeting to order at 10:10 a.m.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

3. Adoption of Previous Minutes – June 13, 2022

Moved by: Michele Horton
Seconded by: Tom Marks

RESOLVED THAT the minutes of the meeting held on June 13, 2022 be approved.

- Motion Carried.

4. Delegations

None.

5. New Business

a. Event Hosted by City of St. Thomas Municipal Accessibility Advisory Committee (MAAC)

The Accessibility Coordinator reminded the Committee about the Annual Accessibility Open House hosted by the St. Thomas Municipal Accessibility Advisory Committee. The event will take place on September 22, 2022 from 1:00 p.m. to 3:00 p.m. at the St. Thomas Seniors Centre. The Municipality of Central Elgin and the County of Elgin will be attending and will each provide a door prize. Committee membership applications will also be available at the event. The Accessibility Coordinator will send the advertisements for the event to all Committee members for distribution. M. Horton suggested including information on the Committee's role, projects, and successes. The Accessibility Coordinator will also gather photos of projects for display at the event table.

b. Alzheimer's Society Discussion and Accessibility Training

The Accessibility Coordinator met with Susan Oster and Ashlyn Humphry from Alzheimer Society to discuss how to improve education and awareness across the County with respects to different topics relating to accessibility. The hope is to consider teaming up with different organizations to share resources and offer information sessions in the future to staff on different accessibility topics. Resources were shared regarding Neighbourhood Safety and Audit Checklist for making public spaces dementia-friendly. The Accessibility Coordinator will discuss next steps with senior management and report back to the Committee at a future meeting.

c. Accessibility Projects Update

i. Accessibility Content Style and Design Guide/Creating Accessible Documents Guide Update

The Accessibility Coordinator informed the Committee that both guides will be presented to County Council on September 14, 2022 for information. The guides have been reviewed and approved by County Senior Leadership. The Accessibility Coordinator will be organizing training with County departments as well as any Local Municipal Partners that have expressed interest.

ii. Other Current/Upcoming Project Updates

The Accessibility Coordinator provided updates on current and upcoming accessibility projects currently underway at the County of Elgin and at local municipalities. Projects/Updates include Diversity, Equity, & Inclusion training for staff and interested Local Municipal Partners, Town of Aylmer updates to Willow Run recreational trail, Township of Malahide's reconstruction of accessible ramp and

additional parking spaces at the Municipal Building, and the Municipality of West Elgin's addition of on-street accessible parking space in Rodney.

d. JAAC Membership

The Accessibility Coordinator noted that this will be the last Committee meeting for the term, and meetings will begin again in January 2023 following the municipal election. A process for disbanding and reforming committees will be presented at a future County Council meeting.

e. Handicap Parking

Deputy Warden Marks noted that some residents have expressed concerns regarding paid parking for accessible parking spaces in Port Stanley. The Accessibility Coordinator will research policies at other municipalities and report back to the Committee. Deputy Warden Marks noted that an update of parking in Port Stanley will be presented at the next meeting of Central Elgin Council.

6. Next Meeting

The next meeting will be scheduled in 2023.

7. Adjournment

Moved by: Deputy Warden Marks

Seconded by: Michele Horton

RESOLVED THAT we do now adjourn at 11:00 a.m.

- Motion Carried.

Julie Gonyou,
Chief Administrative Officer/Clerk.

Doug Mayer,
Chair.

Accessibility Projects and Updates

Sarah Savoie
Accessibility Coordinator
September 13, 2022



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St. Thomas Accessibility Open House

- ▶ This is a reminder the event takes place at 1pm-3pm at the St. Thomas Senior Centre at 225 Chestnut St.
- ▶ Who is interested in attending?
- ▶ We will have a table, with a door prize, Elgin County stationary to hand out to attendees, info on JAAC
- ▶ Other ideas for table items?



The poster features a teal and white color scheme. At the top, four icons represent different types of accessibility: a person in a wheelchair, a person with a brain icon containing 'bc', a pair of hands, and a person with a cane. Below these icons, the text reads '2022 ACCESSIBILITY OPEN HOUSE'. A list of activities includes 'DOOR PRIZES', 'EXHIBITS', 'VENDORS', and 'REFRESHMENTS & COOKIES'. The event details are listed on the left: 'Date: Thursday Sept. 22', 'Time: 1:00-3:00pm', and 'Location: St. Thomas Senior Centre 225 Chestnut St.'. At the bottom, it states 'Hosted by the St. Thomas Municipal Accessibility Advisory Committee in Partnership with the Elgin County-Central Elgin Joint Accessibility Advisory Committee'. Logos for St. Thomas, Elgin County, and the Municipality of Central Elgin are at the bottom.

Date:
Thursday Sept. 22

Time:
1:00-3:00pm

Location:
St. Thomas
Senior Centre
225 Chestnut St.

**2022
ACCESSIBILITY
OPEN HOUSE**

- ✓ DOOR PRIZES
- ✓ EXHIBITS
- ✓ VENDORS
- ✓ REFRESHMENTS & COOKIES

Hosted by the St. Thomas Municipal Accessibility Advisory Committee in Partnership with the Elgin County-Central Elgin Joint Accessibility Advisory Committee



Accessibility Content Style and Design Guide and Creating Accessible Documents Guide Update

- ▶ Both guides are being taken to Council as an information item this Wednesday
- ▶ They have been taken to a Management meeting and approved by Senior Leadership
- ▶ Communications staff and HR have made edits to both guides
- ▶ The document is a draft as more changes will likely be made once training starts (ex: other accessibility issues identified)
- ▶ When the website is redone in 2023-2024 then there will be a new section added to ensure we maintain accessibility on the website
- ▶ Training is being done with all departments of the County and any LMPs that have expressed interest in it



Alzheimer's Society Meeting

- ▶ I had a meeting with Susan Oster and Ashlyn Humphrey from Alzheimer Society
- ▶ We discussed how to improve education and awareness across the County with respects to different topics relating to accessibility
- ▶ The hope is to consider teaming up with different organizations to share resources and offer information sessions in the future to staff on different accessibility topics
- ▶ Resources were also shared regarding Neighbourhood Safety and Audit Checklist for making public spaces dementia-friendly



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Current and Upcoming Accessibility Projects/Updates

- ▶ List of DEI and accessibility training that is available online will be circulated
- ▶ Aylmer updated Willow Run recreational trail to ensure slope requirements are met per the IASR
- ▶ Malahide is reconstructing the ramp outside the accessible entrance to the Municipal building and adding 2 on street accessible parking spaces
- ▶ West Elgin added on street accessible parking space on Rodney
- ▶ Several LMPs have reached out about getting accessible document training
- ▶ All LMPs have indicated they are interested in partaking in the Diversity Equity and Inclusion plan the County is putting together
 - ▶ The plan will be circulated and updated after the election
- ▶ Accessibility Training will be offered and provided to all interested LMPs for all new Councils including the new Elgin County Council



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Committee Membership

- ▶ This is the last Committee meeting
- ▶ The new Committee will be formed after the new Council is announced and will start in January of 2023
- ▶ We will connect with all members to see if any of you are interested in rejoining the committee
- ▶ Membership applications will start to be sent out once approved



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