



**ACCESSIBILITY ADVISORY COMMITTEE MINUTES**

For October 13, 2015 @ 6:00 PM  
 At Emergency Services Building Boardroom – 340 Herbert St

**Draft**

Item	Title/Description	Recommended Action / Attachment	Draft Motion
<b>MEMBERS PRESENT:</b>		<b>STAFF PRESENT</b>	
Brian Brooks, Chair		Bonnie Dingwall, Committee Secretary	
Cheryl Handa-Peters			
Robert Pelda			
Marion Sprenger			
Michelle Woods			
<b>REGRETS:</b> Chris Fleming; Ben Bright; Cheryl Handa-Peters			
1	<b>CALL TO ORDER</b> – at 6:00 PM by Councillor Brooks.		
2	<b>ADOPTION OF THE AGENDA</b>		
<p><b>MOTION NO: 2015-07 MOVED BY:</b> Michelle Woods <b>SECONDED BY:</b> Robert Pelda                      Be it resolved that the Accessibility Advisory Committee hereby adopt the agenda for their October 13, 2015 meeting as posted and circulated.</p> <p style="text-align: right;"><b>CARRIED</b></p>			
3	<b>HEALTH SAFETY &amp; WELLNESS</b> – Chair Brooks reminded everyone of the importance of breast screening – October is breast cancer awareness month.		
4	<b>DISCLOSURE OF PECUNIARY INTEREST &amp; THE GENERAL NATURE THEREOF</b> - NONE		
5	<b>PUBLIC QUESTION/COMMENT</b> - None		
6	<b>DEPUTATIONS</b> - None		
7	<b>REPORTS/NEW BUSINESS</b>		
<p><b>Resignations from the Committee</b> – Councillor Brooks advised that the Committee has received notification that Chris Fleming had moved to Kingston; and Ben Bright had submitted his resignation from the Committee. Chair Brooks noted that he does have an application from another Town resident which he will take to Council for consideration to fill one of the vacant seats at the table.</p>			

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	<p><b>Accessible Training</b> which was held on October 07, 2015 – overall the committee members felt it did not give them the detail they felt they needed. It was in a lecture format which did not provide for much interaction. Some felt it seemed rush with the facilitator speaking very fast – and some felt it helped Sr. Management more.</p>		
	<p>Michelle Woods and Marion Sprenger presented the <b>Municipal Parking Audit</b> power point which highlighted some areas that the Town may want to consider upgrading their accessible parking spaces. Secretary is to work on formatting into a presentation ready for the Committee to make a recommendation to Council. The Committee Secretary is to split the Traffic and Parking By-law items from the accessible parking remedy recommendations ready for presentation at the next Committee meeting.</p>		
	<p><b>Committee Meeting Times</b> – after a brief discussion it was felt that the 6:00 pm evening meetings was probably best for most members.</p>		
	<p><b>10<sup>th</sup> Anniversary of AODA</b> – after a brief discussion it was felt that in lieu of the fact that the committee was just getting started that it was difficult to organize something.</p>		
	<p><b>Facility Accessibility Standards</b> – Marion Sprenger raised the question as to whether the Committee should be passing a motion recommending to Council that the current Facility Accessibility Standards that is being utilized by the staff should be adopted as they are – recognizing that legislative standards are reviewed and changed every five years. It was noted that the current version requires updates to meet current/past legislative standards - it would be nice to have a clean document to start with. It was felt that after they are adopted that there should be some training done of staff and Council – i.e. it is good to have accessible picnic tables, however, there also needs to be a path to get to them.</p>		
	<p><b>2016 Accessibility Plan</b> – the Committee Secretary noted that their needs to be a 2016 accessibility plan developed so that the Committee has a working plan on how they plan to move forward in 2016. Members felt that during 2016 a major focus should be on training – staff, Council, business owners (merchants), and general public. It was recognized that there is a need/recognition for the Committee to promote accessibility in an all-encompassing positive manner, and do their utmost not to be dictatorial or demanding. This is extremely true if there is to be a buy-in by all the interest groups.</p>		
	<p><b>Immediate Plan to moving forward</b> – would include 1) get recommendations regarding the draft Traffic and Parking By-law to Council; prior to Dec 31, 2015 make a recommendation to Council regarding the Facility Accessibility Standards.</p>		
<p><b>NEW BUSINESS</b></p>			

Item	Title/Description	Recommended Action / Attachment	Draft Motion
8	CORRESPONDENCE - NONE		
9	MATTERS PENDING – was reviewed.		
10	MINUTES OF COMMITTEE MEETINGS FOR AUGUST 17, 2015		
<p><b>MOTION NO: 2015-08 MOVED BY:</b> Michelle Woods <b>SECONDED BY:</b> Robert Pelda                      Be it resolved that the minutes of August 17<sup>th</sup> and September 21<sup>st</sup>, 2015 for the Accessibility Advisory Committee are hereby adopted as posted and circulated.</p> <p style="text-align: right;"><b>CARRIED</b></p>			
11	MEMBERS OF THE PRESS QUESTIONS OR COMMENTS – None Present		
11	ADJOURNMENT		
NEXT MEETING: the next meeting will be held on November 09, 2015 at 6:00 PM at the ES Boardroom.			
<p><b>MOVED BY:</b> Michelle Woods                      Be it resolved that the Committee adjourn at 8:45 PM</p>			
Chair, Brian Brooks		Secretary, Bonnie Dingwall	