



ACCESSIBILITY ADVISORY COMMITTEE

MINUTES

**Held Monday, February 14, 2011 at 10:00 a.m.
In the Classroom, Town Hall**

ATTENDANCE: Ruth Angel
Mark Ruttan
Andrea Abbott-Kokosin
John Robbins
Kelly Robertson
Twyla Nicholson, Clerk

REGRETS: Fred Heyduk
Michelle Heyduk
Frank Nunnaro
Morley Bercovich, Councillor
Gerry Reinders, Parks, Facilities, Recreation

1. CALL TO ORDER

Twyla Nicholson called the meeting to order at 10:00 a.m.

2. DISCLOSURE OF PECUNIARY INTEREST - None

3. MINUTES OF LAST MEETING - None

4. DEPUTATIONS/PRESENTATIONS - None

5. UNFINISHED BUSINESS - None

6. SUB-COMMITTEE REPORTS – None

7. NEW BUSINESS

a) Staff/Council Update:

a. Payroll Information

- Payroll/Health and Safety forms are to be returned to the Clerk.

b. Terms of Reference

- Clerk reviewed the Terms of Reference and the Mandate of the Committee
- Committee is an advisory Committee of Council to advise and assist the Municipality in promoting, developing and facilitating a barrier-free community with a goal to improve the quality of life for those persons with disabilities.

- This goal is to be achieved through the review of municipal policies, programs and services and identification, removal and prevention of barriers to persons with disabilities
- The Committee's mandate also includes the development of the Annual Accessibility Plan to address identification, removal and prevention of barriers to persons with disabilities
- The Committee identifies potential barriers and provides advice and recommendations for removal and prevention.
- The Committee reports through the Development Committee for a recommendation to Council.
- Nine (9) members on the Committee; at full complement, including the Clerk and the Manager of Parks, Facilities and Recreation as staff resources
- The Chair, Vice Chair and Secretary will be appointed and begin at the next meeting
- Meetings will be scheduled monthly except July, August and December. The Chair will advise if a meeting has to be cancelled due to limited topics or if additional meetings need to be scheduled
- Town Clerk will be the contact person for the committee and for general inquiries by the public regarding accessibility matters
- Town Clerk authorizes expenditures and manages the budget in cooperation with the Manager Parks/Facilities/Recreation
- The Clerk will research the Aged at Home Provincial Grant Program to see if/how the Committee could become involved
- Clerk will discuss with Manager of Planning regarding review by the Committee of all applications for new development under Section 41 of the *Planning Act*

c. Accessibility Standards Updates

- The Clerk reviewed the proposed development, implementation and enforcement of accessibility standards as mandated by the *Accessibility for Ontarians with Disabilities Act, 2005*, which has a vision of a fully accessible Ontario by 2025:
 - Customer Service – fully compliant January 2010
 - Proposed Integrated Accessibility Regulation – Transportation, Information and Communication and Employment
 - Built Environment
- Regulations are proposed to be released in 2011
- All policies regarding these standards will be reviewed by the Committee before being considered by the applicable Standing Committee for adoption by Council

d. Accessibility Plan Update – 2011

- The Clerk reviewed the Accessibility Plan noting the accomplishments of the Committee and future projects
- The Clerk will contact all departments for an update and bring it to the Committee meeting in March for feedback from the Committee

b) Appoint Chair, Vice Chair, Secretary

Moved by Mark Ruttan; Seconded by Andrea Abbott-Kokosin
THAT Fred Heyduk be appointed the Chair of the Accessibility Advisory
Committee
CARRIED

Moved by Andrea Abbott-Kokosin; Seconded by Kelly Robertson
THAT Michelle Heyduk be appointed the Secretary of the Accessibility Advisory
Committee
CARRIED

Moved by Andrea Abbott-Kokosin; Seconded by Ruth Angel
THAT John Robbins be appointed Vice Chair of the Accessibility Advisory
Committee

- As per the Terms of Reference, the position of Chair will be reviewed in January each year.
- The Chair and Secretary will prepare the Agenda and Minutes for future meetings.
- The Clerk will draft staff reports for consideration by the Development Committee for a recommendation to Council and provide support to the Committee.
- The Clerk will be the main contact person for general accessibility matters
- The Manager of Parks, Facilities and Recreation will be the main contact person for accessible facility, parks and recreation.
- The Clerk will provide an updated contact list for the members.
- Members were asked to advise the Clerk and Chair if there is a resignation

c) Schedule Future Meetings

The following meetings of the Accessibility Committee have been scheduled generally the fourth Thursday of the month @ 10:00 a.m.:

Thursday, March 24/11 @ 10:00 a.m.
Thursday, April 28/11 @ 10:00 a.m.
Thursday, May 26/11 @ 10:00 a.m.
Thursday, June 23/11 @ 10:00 a.m.
Thursday, September 22/11 @ 10:00 a.m.
Thursday, October 27/11 @ 10:00 a.m.
Thursday, November 24/11 @ 10:00 a.m.

John Robbins will investigate using the Health Centre (Ramblewood) community room for easier access to the meetings.

Members were asked to notify the Chair if they are going to be absent from a meeting, to ensure there is a quorum.

8. ITEMS FOR FUTURE MEETINGS

- 2011 Accessibility Plan Update

9. DATE OF NEXT MEETING

- Thursday, March 24, 2011 @ 10:00 a.m.
- Location to be determined.

10. ADJOURNMENT

The Clerk adjourned the meeting at 11:00 a.m.