



## **Corporation of the County of Wellington**

### **Accessibility Advisory Committee**

#### **Minutes**

February 2, 2023

Aboyne Library Community Room

Present:	Warden Andy Lennox Councillor Matthew Bulmer (Chair) Councillor James Seeley Giverny Charlebois Nancy Dietrich Robin Fletcher Bethany Parkinson Gerald Townsend
Regrets:	Irene Van Eenoo Heather Small Lorri Wright
Staff:	Jennifer Adams, County Clerk Christine Carbone, Human Resources Assistant Nicole Cardow, Deputy Clerk Natalie Milanovic, Disability Management Coordinator Michele Richardson, Assistant Director of Human Resources Brendan Ridgeway, Manager of Human Resources- Employee Services

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#### **1. Call to Order**

At 1:33 pm, Warden Lennox called the meeting to order.

#### **2. Declaration of Pecuniary Interest**

There were no declarations of pecuniary interest.

#### **3. Introductions**

The committee did a round table introduction of everyone present.

**4. Accessibility Advisory Committee Chair**

Warden Lennox nominated Councillor Matthew Bulmer for the Chair of the Accessibility Advisory Committee for 2023-2024. Robin Fletcher seconded the nomination.

Councillor Bulmer confirmed his willingness to stand.

Warden Lennox called for further nominations. There were no further nominations. The motion was carried.

Councillor Bulmer was declared Chair for 2023-2024.

**5. Confirmation of Minutes**

1/1/23

**Moved By:** Gerald Townsend

**Seconded By:** Bethany Parkinson

That the Minutes from the May 5, 2022 Accessibility Advisory Committee meeting be approved.

**Carried**

**6. Goals and Objectives for Upcoming Term**

Chair Bulmer thanked the County for the dedication and commitment to this committee and the value it brings. Chair Bulmer asked members to consider three or four goals or objectives, short and long term for the committee. This item will be placed as an agenda item at the next meeting.

Some goals and objectives discussed were crosswalk intersections and accessibility and the importance of sounds for the visually impaired, developing orientation package for committee members, developing a closer relationship with the local municipalities on accessibility matters for relaying information, and the possibility to be considered liaisons for the community to learn how to be accessible to create awareness and education the public; and update the Facility Accessibility Design Manual.

**7. Accessibility Advisory Committee Terms of Reference**

Mr. Brendan Ridgeway outlined two changes to the terms of reference. The additions to the terms of reference were:

5.2 (c) Review and make recommendation on barriers faced by people with disabilities to existing facilities owned, leased, or operated (in full or part) by the Municipalities/County. As a matter of practice, when County Advisory Staff on the AAC become aware of issues or concerns with municipal facilities, a site visit must be conducted. The Municipality owning the facility will be made aware of the visit before it occurs, and recommendations, if any, will be provided by the County Advisory Staff on the AAC, and;

6.3 (a) The Warden from County Council will declare the Chair through appointment from the AAC Council members.

There were discussions about further enhancements, and an updated Terms of Reference will be brought to the next meeting for approval.

**8. Multi-Year Accessibility Plan (2022-2026)**

Brendan Ridgeway outlined the draft County of Wellington Multi-Year Accessibility Plan. The plan outlines our approach to promote awareness, promote accessibility, eliminate barriers to employment, and promote best practices for Communications guidelines. Committee members were asked to review before the plan is finalized.

**9. Accessibility Fund Incentive Programme**

Brendan Ridgeway provided a verbal update to the committee that the County of Wellington has funds available to its member municipalities of up to \$10,000 annually, for accessibility renovations, facility improvements or equipment. Wellington County member municipalities may obtain up to three years' worth of grants (\$30,000) at one time if needed. This year the municipalities of Guelph/Eramosa, Minto, Centre Wellington, and Wellington North are all eligible. Notification will be sent to member municipalities.

**10. Accessibility Advisory Committee on the County Page of Wellington Advertiser**

Brendan Ridgeway informed the committee that the County of Wellington uses the County Page of the Wellington Advertiser to promote awareness of accessibility issues or resources within our community. Brendan asked the committee for input on ideas to post in an upcoming issue. Some ideas discussed were where to source braille menus in restaurants, CNIB smart phone donations, a spotlight on businesses that have gone above to be accessible to the public; yellow lines on the faces of steps as you come out of businesses; Stop Gap; and celebrating successes through the Accessibility Fund Incentive Programme.

**11. Posting for New Committee Member**

Accessibility Advisory Committee member, Nancy Dietrich of the Town of Minto, submitted her resignation to the Chair. Nancy has been a member of the Accessibility Advisory Committee for the past 20 years. Chair Bulmer thanked Nancy for her contributions to the committee. Notice of Nancy's resignation will be sent to the Town of Minto.

There are currently two vacancies on the Accessibility Advisory Committee. The positions are being advertised on the Careers page of the County of Wellington's website. The positions are hoping to be filled quickly with members from throughout the County of Wellington. Notice of these vacancies shall be sent to the member municipal Clerks.

**12. New Item**

Crosswalk intersections and accessibility and the importance of sounds for the visually impaired was voiced as an item of concern. The issue of concern is at intersection of Main Street and Queen Street, and Main Street and Wellington in the municipality of Wellington North. Warden Lennox will follow up with the Township of Wellington North regarding this issue.

**13. Adjournment**

At 3:11 pm, the Chair adjourned the meeting until May 2, 2023 or at the call of the Chair.

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Councillor Matthew Bulmer  
Chair  
County of Wellington  
Accessibility Advisory Committee