



Corporation of the County of Wellington

Accessibility Advisory Committee

Minutes

May 4, 2023

Wellington County Museum and Archives
Nicholas Keith Room

Present:	Chair Matthew Bulmer Warden Andy Lennox Councillor James Seeley Robin Fletcher Bethany Parkinson Heather Small Irene Van Eenoo Lorri Wright
Regrets:	Giverny Charlebois Gerald Townsend
Staff:	Nicole Cardow, Deputy Clerk Imran Esmail, Information Management Coordinator Eleanor Ceceri, Information Management Summer Student Brendan Ridgeway, Manager of Human Resources – Employment Services Karren Wallace, Clerk, Township of Wellington North Lisa Madden, Communications and Committee Coordinator, Township of Puslinch Devlin Schellenberger, Legislative Coordinator, Township of Centre Wellington Quinn Foerter, Deputy Clerk, Coordinator Legislative and Human Resources, Town of Minto Tim Swartzentruber, Deputy Chief Building Official

1. Call to Order

At 1:30pm, the Chair 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. Confirmation of Minutes

1/2/23

Moved By: Robin Fletcher

Seconded By: Bethany Parkinson

That the Minutes from the February 2, 2023 Accessibility Advisory Committee meeting be approved.

Carried

5. Terms of Reference

Brendan Ridgeway, Manager of Human Resources - Employee Services outlined the updates to the Terms of Reference. Highlights of the updates include section 5.0 Duties, 6.0 Membership, 8.0 Reporting of Barriers, 10.1 Advisory Staff (new section)

6. Goals and Objectives

The Committee had a discussion on goals and objectives that the committee would like to focus on moving forward. The committee considered a survey to be sent electronically, to outline what is most important to its members, and the big picture over the next four years.

7. Accessibility Fund Incentive Programme

Brendan Ridgeway, Manager of Human Resources - Employment Services spoke to the committee regarding Accessibility Fund Incentive Programme. \$10,000 is available annually to County of Wellington Municipalities for upgrades to their facilities or parks to improve accessibility. Municipalities may apply to receive three years' worth of funds at a time. Municipalities eligible currently for funds are the Township of Guelph/Eramosa, Township of Centre Wellington, Town of Minto and Township of Wellington North.

8. Screen Reader Demo

Chair Matthew Bulmer gave a demonstration to the Committee to show how someone with blindness would open an email, access the County of Wellington website, or read a news item online. Chair Bulmer demonstrated the difference between a PDF document and a Text Document. Chair Bulmer noted that "Read Outloud" options on various news websites allow for a better experience and noted that alternative forms available for larger documents would be beneficial to the County of Wellington's website. It was additionally recommended that Excel Spreadsheets are much easier to read than a table for the blind accessing the County's website.

9. Adjournment

At 3:22 pm, the Chair adjourned the meeting until September 7, 2023 or at the call of the Chair.

Chair Matthew Bulmer
Accessibility Advisory Committee