

Grey County Joint Accessibility Advisory Committee April 8, 2019 – 2:00 PM

The Grey County Joint Accessibility Advisory Committee met on the above date at the County Administration Building with the following members in attendance:

Present: Councillor Dwight Burley, Christina Schnell, Andrew Edgcumbe, David Mollison, Catherine Sholtz, Andy Underwood, and Claudia Strel Locke

Staff

Present: Kathie Nunno, Administrative and Accessibility Coordinator; Rob Hatten, Communications Manager; and Jacquelyn Morrison, Deputy Clerk/Legislative Coordinator

Municipal

Representatives: Wendi Hunter, the Township of Georgian Bluffs; Debbie Yip, the Municipality of Grey Highlands; Brian Tocheri, the Town of Hanover; and Laura Johnston, the Municipality of West Grey

Call to Order

The Deputy Clerk called the meeting to order at 2:00 PM.

Committee Member Introductions

All individuals present introduced themselves to the group.

Rob Hatten thanked all Committee members for their participation in the Committee this term and the previous term. He enjoyed his time as the accessibility coordinator.

Rob Hatten left the meeting.

Laura Johnston entered the meeting.

Election of the Chair and Vice Chair

The Deputy Clerk called for nominations of the Chair of the Grey County Joint Accessibility Advisory Committee for 2019.

JAAC01-19 Moved by: Christina Schnell

Seconded by: Andrew Edgcumbe

That Dwight Burley be nominated as the Chair of the Grey County Joint Accessibility Advisory Committee for 2019.

JAAC02-19 Moved by: Councillor Burley Seconded by: Claudia Strel Locke

That the nominations be closed.

Carried

Councillor Burley accepted the nomination. Councillor Burley was acclaimed as the Chair of the Grey County Joint Accessibility Advisory Committee for 2019.

The Deputy Clerk called for nominations for Vice Chair of the Grey County Joint Accessibility Advisory Committee for 2019.

JAAC03-19 Moved by: Councillor Burley Seconded by: Claudia Strel Locke

That Christina Schnell be nominated as the Vice Chair of the Grey County Joint Accessibility Advisory Committee for 2019.

JAAC04-19 Moved by: Councillor Burley Seconded by: Claudia Strel Locke

That the nominations be closed.

Carried

Christina Schnell accepted the nomination and was acclaimed as the Vice Chair of the Grey County Joint Accessibility Advisory Committee for 2019.

Councillor Burley assumed the Chair.

Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

Catherine Sholtz entered the meeting.

Review of “Making Accessibility Happen” Webinar

Kathie Nunno reviewed the Making Accessibility Happen webinar that occurred on March 8th. The Committee members received a hard copy of the Making Accessibility Happen guide. Ms. Nunno noted that the Province is planning to develop a checklist to help Accessibility Advisory Committees with their planning role.

It was noted that the accessibility regulations were developed under the previous government.

Review of Report CAOR-CW-17-18 County-Wide Joint Accessibility Advisory Committee

Ms. Nunno provided background information for the Joint Accessibility Committee. She advised that the [Terms of Reference](#) were adopted through [Report CAOR-CW-20-18](#) by Grey County Council. Paper copies of the Terms of Reference were distributed to the Committee members.

Ms. Nunno advised that the Committee consists of public members and participating local representatives from Georgian Bluffs, Grey Highlands, Hanover, Southgate, Blue Mountains, and West Grey. Wendi Hunter noted that Chatsworth is not required to have an accessibility advisory committee and that Owen Sound and Meaford have their own committees. Laura Johnston noted that West Grey will have a separate committee in addition to participating on the joint committee. Andy Underwood noted that hospitals and school boards are also required to have accessibility committees.

The Committee discussed what is needed for members to fulfill their role and how the Committee can best meet the member municipalities' needs. Ms. Nunno noted the role of the Committee, including: to advise council, to review site plans under the *Planning Act*, and to make practices more inclusive.

Ms. Nunno noted the importance of providing accessibility training for new staff members. Discussion occurred on how local municipalities record staff training. Ms. Nunno intends to develop a tracking system for training. She will share more information when it is available. Ms. Nunno noted that plain language was a recommended area for more training.

Discussion occurred on when to bring to site plans to the Committee. Ms. Nunno advised that the Committee decides what plans to review. Wendi Hunter noted that building plans are more complicated and require more expertise than site plans. Laura Johnston noted that local municipalities can also bring forward items for the Committee to review. Andy Underwood provided information on reviewing site plans. Catherine Scholtz noted the Ontario Built Environment standards and the Ontario Building Code. Ms. Scholtz also suggested a presentation from a planner on how to review site plans.

Councillor Burley noted that Committee members are not expected to be experts, but can provide valuable input. Discussion occurred on the role that the Committee can play in reviewing plans, such as parking spaces, doors, and layout.

Brian Tocheri noted the process for bringing site plans to the Committee. The Committee should reach out to each building/planning department so that the municipalities know to bring the site plans to the Committee.

Brian Tocheri noted timelines for development and that Committee may need to meet more frequently in order to ensure that site plans are not held up. The Committee discussed sending out the site plan electronically prior to meetings. Catherine Scholtz noted the need for members to have access to information in alternate formats. Brian Tocheri noted that the author of the site plans could be invited to the meeting. Andy Underwood suggested considering confidentiality agreements.

JAAC04-19 Moved by: Christina Schnell

Seconded by: Catherine Sholtz

That participating local municipalities submit the following draft site plans as early as practicable in the application process to the Grey County Joint Accessibility Advisory Committee (for review and comment):

- **Newly developed or redeveloped public spaces;**
- **Municipal offices;**
- **Community centres;**
- **Recreation centres; and**
- **Other sports facilities.**

Carried

Review of Grey Highlands Draft Multi-Year Accessibility Plan

Debbie Yip noted that the Grey Highlands Multi-Year Accessibility Plan was modeled after the Grey County plan. The Committee reviewed and provided comments on the plan. Discussion occurred on the requirement of accessibility plans in general. Discussion occurred on how Grey Highlands established the goals listed in the plan.

Ms. Yip advised that she will take the plan back to the senior management team at Grey Highlands and will then prepare a report to Grey Highlands Council.

It was noted that all municipalities, regardless of size, have an obligation to consult with the public, people with disability, and their accessibility advisory committees (if they have one) in specific situations.

JAAC04-19 Moved by: Christina Schnell

Seconded by: Catherine Sholtz

That the Grey County Joint Accessibility Advisory Committee accept the Grey Highlands Draft Multi-Year Accessibility Plan.

Carried

Grey County Multi-Year Accessibility Plan

Kathie Nunno noted that the Grey County Multi-Year Accessibility Plan is very similar in structure to the Grey Highlands Plan that was just reviewed. She invited discussion on the plan.

JAAC05-19 Moved by: Andrew Edgcumbe Seconded by: Andy Underwood

That the Grey County Joint Accessibility Advisory Committee receive the Grey County Multi-Year Accessibility Plan.

Carried

Other Business

Wendi Hunter noted that this committee plays an advisory role and recommendations will be considered but may not be adopted.

Catherine Scholtz congratulated the Chair and Vice Chair on their elections.

Next Meeting Dates

The next meeting will be held on a Friday in June in Grey Highlands.

On motion by Catherine Scholtz, the meeting adjourned at 3:39 PM.

Dwight Burley, Chair