

## Grey County Joint Accessibility Advisory Committee October 4, 2019 – 1:30 PM

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

Present: Councillor Dwight Burley, Christina Schnell, Andrew Edgcumbe, and Andy Underwood

Regrets: David Mollison, Claudia Strelocke and Catherine Sholtz

### Staff

Present: Kathie Nunno, Administrative and Accessibility Coordinator and Tara Warder, Deputy Clerk/Legislative Coordinator

### Municipal

Representatives: Melissa Hilgendorff, Town of Hanover; Wendi Hunter, Township of Georgian Bluffs; Debbie Yip, Municipality of Grey Highlands; Jonathon Zettel, Municipality of West Grey; and Don Tedford, Town of Hanover

Others: Julie Farrell, Municipality of Brockton; and Linda Thompson, Elmwood Community Centre

## Call to Order

The Chair called the meeting to order at 1:30 PM.

The Committee members and guests introduced themselves.

## Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

## Site Plan Reviews

### Gas Bar 2<sup>nd</sup> Street, Hanover

Don Tedford, Director of Development and Chief Building Official for the Town of Hanover, reviewed the site plan for a new gas bar located on 2<sup>nd</sup> Street in Hanover. Mr.

Tedford noted that staff do not receive a layout of the inside of the store and location of shelves, etc. He does not know if there is a lowered checkout counter within the store. Each corporation and organization have their own set of standards.

The Committee expressed concern with the accessible parking spaces not being wide enough, especially for a vehicle that uses side door loading and unloading. The use of tactile signage is very beneficial for those with low vision as well.

It was noted that accessible signage is now regulated. Mr. Tedford noted that a guard should be installed beside the door to prevent someone from walking into the door when it is being opened.

Mr. Tedford then elaborated on handrail extensions and how they provide tactile cues for individuals with visual impairments.

The Committee discussed the use of landmarks for people with low vision, and noted that when these are removed, it can be very problematic.

Discussion occurred on the inside of the store, and that it is up to the Committee to make the store owner aware of what is required. The development of a handbook outlining requirements will assist them with that.

Further discussion occurred on the need for a map showing accessible features throughout the County, including accessible washrooms, adult change tables, accessible parks and other facilities. Meaford's accessibility coordinator is working on this project.

It was noted that builders are often enthusiastic about incorporating accessibility features. It's a matter of communicating what is required and getting the installers on board.

#### Highlights:

1. Parking spaces that meet only minimum accessibility legislation don't work for all vehicles/wheelchairs.
2. It's dangerous if people have to cross the parking lot to reach the sidewalk.
3. Make sure to keep the automatic door openers clear of furniture, ashtrays, plants, etc.
4. Make sure there is a clear route to get to the accessible washroom.

## Elmwood Community Centre

Linda Thompson from the Elmwood Community Centre addressed the Committee on the updates needed to the Centre and asked for the Committee's input on how to start. Julie Farrell from the Municipality of Brockton was in attendance as well.

The Committee discussed the facility and what could be done to make it more accessible. It was noted that a design would be helpful to begin the process. It may be possible to receive grant funding to help with the layout and design. Trillium has accessibility funding.

It was further noted that there are options out there to improve the functionality and accessibility of some areas, for example custom sinks that don't take up very much space and provide room for someone in a wheelchair to use easily.

Bruce County's Accessibility Advisory Committee will be touring the facility on October 24 at 11:00 AM. Ms. Farrell invited everyone to attend and provide comments.

## Grey Highlands Municipal Office

Debbie Yip showed updates which will be made to the front counter at the Municipality of Grey Highlands' municipal office. She will bring forward drawings of the building which houses Planning and Building Services, Economic Development and Tourism and the Business Development Centre. This building will be undergoing a major renovation.

## Multi-Year Accessibility Plan

Kathie Nunno demonstrated how to check the reading level of a document in Microsoft Word. Plain language is an important part of accessibility.

Steps to turn on reading level in Microsoft Word:

- File
- Options
- Proofing
- Check Show Readability Statistics

Steps to check the reading level:

- Review
- Spelling & Grammar

The reading level will show when the spell checker is finished.

## Georgian Bluffs

Wendi Hunter presented the Township of Georgian Bluffs' multi-year accessibility plan and requested the Committee's input. Ms. Hunter noted that the Township would like to hold experiential training for staff. Ms. Hunter further noted that Transportation has not been included in the plan as Georgian Bluffs does not provide transportation services.

## Town of Hanover

Melissa Hilgendorff presented the Town of Hanover's multi year accessibility plan and requested the Committee's input.

Staff asked anyone who has a screen reader to provide feedback on how the multi-year plans read.

Georgian Bluffs and the Town of Hanover will consider the accessibility of the multi-year plans.

*JAAC11-19* Moved by: Andrew Edgcumbe          Seconded by: Andy Underwood

**That the Joint Accessibility Advisory Committee endorse the Town of Hanover's Multi Year Accessibility Plan.**

Carried

*JAAC12-19* Moved by: Christina Schnell          Seconded by: Andy Underwood

**That the Joint Accessibility Advisory Committee endorse the Township of Georgian Bluffs' Multi Year Accessibility Plan.**

Carried

## Reference Documents

### Making Your Business Accessible for People with Disabilities

Kathie Nunno noted that this guide is available online.

Grey County's Business Enterprise Centre is having two sessions on accessibility for businesses on October 24, 2019. Invitations will be sent to Committee members.

## Other Business

## Update on Southgate Accessibility

The Committee was updated on the Township of Southgate's accessibility progress. The parking lot has new accessible parking spaces and part of the front counter now has a lowered section. Ms. Hyde sent thanks to the Committee for their input.

The Committee congratulated Southgate on their progress.

## Acceptable Seating for Outdoor Seating

Melissa Hilgendorff asked the Committee about outdoor seating and what is considered acceptable seating in an outdoor space. It was noted that 20% of outdoor seating in eating areas should be accessible.

The Committee noted that a regular picnic table is not accessible, as the distance between a person's arms and the table is too far. There are picnic tables which are specially designed for accessibility.

Municipal members will speak to facilities staff and provide any feedback to the Committee.

It was noted Harrison Park has had accessible picnic tables in the past as well.

Members commented that when returning stored equipment to public areas, it's helpful if the accessible equipment gets returned to the same place each year.

## Next Meeting Dates

The next meeting will be held at the call of the Chair.

On motion by Andy Underwood and Andrew Edgcumbe, the meeting adjourned at 3:12 PM.

Dwight Burley, Chair