



**Accessibility Advisory Committee
Agenda**

Date and Time [May 25, 2012 at 10:00 a.m.]

Place Sydenham Library

Members:

John McDougall, County Councillor

Gary Davison, County Councillor

Neil Allen, South Frontenac - Chair

Danka Brewer, Central Frontenac

Francine Arsenault, Community Member at Large - Vice Chair

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1. Call to order
2. Adoption of the agenda
3. Disclosure of pecuniary interest and general nature thereof
4. Closed meeting
5. Adoption of minutes
 - a) Frontenac Accessibility Advisory Committee Meeting Minutes dated February 17, 2012
6. Business arising from the minutes
 - a) Committee Membership Update
 - b) Update on the Meeting with Wayne Orr, CAO Re Twp. of South Frontenac Municipal Office Renovations
7. Deputations and/or presentations
 - a) Update on AODA - Integrated Accessibility Standards Regulation: Interpretation and Application Training
8. Communications
9. Accessibility Advisory Committee Work Plan
 - a) 2012 Accessibility Advisory Committee Work Plan Update
10. Other business
11. Next meeting date
 - a) 2012 AAC Meeting Schedule
12. Adjournment

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JOINT ACCESSIBILITY ADVISORY COMMITTEE MEETING MINUTES

February 17, 2012

A meeting of the Frontenac Joint Accessibility Advisory Committee (FAAC) was held at the Sydenham Library on Friday, February 17, 2012 at 1:00 p.m.

Present: Neil Allen, Township of South Frontenac Representative – Chair
Francine Arsenault, Community at Large Representative – Vice-Chair
Danka Brewer, Township of Central Frontenac Representative
John McDougall, County Council Representative
Gary Davison, County Council Representative
Susan Beckel, County of Frontenac – Recording Secretary

1. CALL TO ORDER

Neil Allen called the meeting to order at 1:05 p.m.

2. ADOPTION OF THE AGENDA

Committee Recommendation: Moved by: Gary Davison
Seconded by: Francine Arsenault

RESOLVED THAT the Agenda for the February 17, 2012 meeting be hereby adopted as amended to include:
Under Other Business:

- Draft Customer Service Booklet for Contractors

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

The Chair requested the Recording Secretary to note in the minutes that no members of the committee declared any disclosures of pecuniary interest.

4. APPROVAL OF THE MINUTES

Committee Recommendation Moved by: John McDougall
Seconded by: Danka Brewer

RESOLVED THAT the minutes from the December 9, 2011 meeting be hereby adopted as circulated.

CARRIED

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5. DEPUTATIONS AND PRESENTATIONS – Nil

6. BUSINESS ARISING FROM THE MINUTES - Nil

7. CORRESPONDENCE/INFORMATION ITEMS

**a) 11-12-15 Accessibility Directorate of Ontario (ADO) Memo
Re: Broader Public Sector Accessibility Planning Requirements**

Memo providing information of the developments with the AODA. The *Ontarians with Disabilities Act* (ODA) remains in force until repealed, and legal obligations under it, including those related to annual accessibility plans, continue. Under the Integrated Accessibility Standards Regulation (IASR), the broader public sector must develop multi-year accessibility plans starting in 2013, or in 2014 for those with fewer than 50 employees. The ADO is developing resources to help meet the requirements of the IASR,

**b) 12-01-13 Accessibility Directorate of Ontario Memo
Re: Accessibility and the Broader Public Sector**

Memo advising of two of the early requirements under the Integrated Accessibility Standards Regulation (IASR): (i) emergency procedures, plans or public safety information available to the public must be provided in an accessible format or with appropriate communications supports, upon request; and (ii) provide individualized emergency response information for employees with disabilities.

**c) Draft letter to the Townships
Re: Accessibility Advisory Committee**

The committee reviewed a draft letter to the Townships providing an update from the Frontenac Accessibility Advisory Committee.

Committee Recommendation

Moved by: Danka Brewer
Seconded by: Francine Arsenault

RESOLVED THAT the draft letter to the Townships be approved with the addition of AODA information for businesses and contact information for the committee members.

CARRIED

8. ACCESSIBILITY PLAN FOR 2012

a) Accessibility Advisory Committee Work Plan for 2012

The committee reviewed the 2012 Work Plan in detail.

Committee Recommendation

Moved by: Francine Arsenault
Seconded by: John McDougall

RESOLVED THAT the 2012 Accessibility Advisory Committee Work Plan be recommended to County Council for approval.

CARRIED

- **Recruitment of New Members:** The committee discussed placing a notice in The Frontenac News and Frontenac EMC.

Action Item: Francine advised that she has connections with people on Wolfe Island and will make some inquiries. Danka will contact Debbie Kiss to inquire if she has any connections in the Township of North Frontenac.

- **New School in Sharbot Lake:** The committee discussed their desire to be involved with this building project, similar to the Sydenham Library project.

Action Item: Susan will contact Mayor Janet Gutowski to request information on the status on the project and relay the committee's desire to be involved.

- **Accessible Picnic Tables:** The committee discussed working with the high schools to have the students build the tables.

Action Item: Susan will contact Anne Marie Young, Manager of Economic Sustainability at the County to determine if the AAC could apply for project funding through the Smaller Scale Initiatives program and contact the high schools to see if it would be a project of interest for the students.

Gary Davison left the meeting at 1:40 p.m.

9. OTHER BUSINESS

a) Businesses Compliance with AODA Customer Service Standard

The committee discussed options for circulating information to County businesses regarding their compliance obligations under the AODA Customer Service Standard, including inserts with township tax bills, advertisements in local newspapers, posting information on the municipal websites, displays at Township and County open houses, public meetings, community events or in the municipal offices.

Action Item: As requested by the members, Susan will provide copies of the *Accessibility for Ontarians with Disabilities, 2005* legislation to the committee members.

Action Item: Susan will contact Wayne Orr, CAO – Township of South Frontenac to schedule a meeting with the committee to review the office renovation plans.

b) Next Meeting Date

The next meeting will be held on April 27, 2012 at 10:00 a.m. at the Sydenham Library.

Future meeting dates were scheduled as follows:

- June 22, 2012 at 10:00 a.m.
- September 7, 2012 at 10:00 a.m.

c) Frontenac Heritage Festival

Danka reminded the committee that the Frontenac Heritage Festival is being held from February 24 – 26 in Sharbot Lake.

10. ADJOURNMENT

Committee Recommendation

Moved by: Danka Brewer
Seconded by: John McDougall

RESOLVED THAT the meeting hereby adjourn at 2:25 p.m.

CARRIED

Neil Allen, Chair

Susan Beckel, Recording Secretary

**FRONTENAC JOINT ACCESSIBILITY ADVISORY COMMITTEE
2012 WORK PLAN**

Mandate of the Committee (By-law No. 2011-0022)
To assist the County and Township Councils in the County of Frontenac in enabling persons with disabilities to have equal access to all opportunities within the County.

Proposed Activities for 2012	Details of the Activity	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
1. Committee awareness amongst the Townships	- letter to Township Councils outlining committee's mandate, membership, etc.	■			
	- request to be delegation at each Council meeting	■			
2. Accessible picnic table project	- project was not completed in 2011, carried over to provide one accessible picnic table for each Township (subject to grant funding)		■	■	
	- assists with Activity No. 1				
3. Comment on any Township or County building projects or site plans regarding accessibility.	- County of Frontenac Front Entrance renovations (subject to 2012 budget approval)	■	■	■	■
	- Township of South Frontenac municipal office renovations	■	■		
4. Make recommendations to Councils regarding compliance with AODA, specifically the requirements to meet the Integrated Accessibility Standard Regulation and ongoing compliance with AODA Customer Service Standard.	- multi-year accessibility plan	■	■	■	■
	- required policies and procedures		■	■	■
5. Recruitment of Members	- Members required for Frontenac Islands and North Frontenac	■	■	■	■