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|  | **Accessibility Advisory Committee Minutes** |

Date: Thursday, January 20, 2022

Time: 1 p.m.

Location: Zoom

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Members: Janet deVos, Ashley Everets, Adrien McKenna, Andrew Poirier, Hugh Hanly (Chair), Rabiya Azeez (Vice Chair), and Councillor Stewart Patterson

Regrets: Hugh Hanly, Andrew Poirier

Others: Kyra Hayes, Supervisor, Customer Experience & Communications
Brittany Burley, Coordinator, Customer Experience & Communications
Tracey Willis, Administrative Coordinator, Public Works Operations

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1. Rabiya welcomed all members to the first meeting of the 2022 year and thanked everyone for their time and attendance.
2. Disclosures of Pecuniary Interest
	1. None.
3. Appointment of Accessibility Advisory Committee member to Diversity, Equity and Inclusion Committee
	1. Rabiya shared that Hugh (as chair) had put forward the idea of Rabiya acting as the appointed member to the Diversity, Equity and Inclusion Committee. Rabiya motions that Rabiya Azeez becomes the representative from the Accessibility Advisory Committee on the Diversity, Equity and Inclusion Committee.
	Seconded by: Stewart Patterson, Janet DeVos
	Motion carried.
	2. Kyra advised that next steps will be reporting the nomination to Evelyn Eichenbaum who will bring the full membership list to council on February 8th for formal presentation and approval.
4. Staffing update – Accessibility Coordinator
	1. Kyra advised that the job is going to the rating committee tomorrow for a final evaluation to determine the job description and grade salary level. The results of the grading should be released in 2-3 days, at which point the position will be promptly posted internally and externally with a two-week time period.
5. Upcoming initiatives – 2022 municipal election, major community recreational needs study/analysis
	1. The first upcoming initiative is the 2022 municipal election. It was asked if this election would be held online. Stewart advised that there will be advanced online polls and in-person voting on election day. The 2026 election format will be re-evaluated after reviewing the effectiveness of this format. Rabiya shared that she worked the last election and that there was a lot of confusion entering and exiting the buildings. She recommends that we have people there solely assisting with accessibility needs. Stewart encouraged that we share this information with Evelyn Eichenbaum to consider for the upcoming election.
	2. Kyra advised that there is an Elections Assistant that was hired who will be responsible for putting together an accessibility plan for the election. The Elections Assistant will present that draft to the committee for review and discussion on what is missing. The plan is a legislated requirement that will be posted to the website once signed off on by the committee. The creation of this plan is already in progress.
	3. Major Community and Recreational Needs Feasibility Analysis and Study. Kyra advised there will be a consultant and a lot of community consultation to discuss design, location, what’s all included, etc. This is separate from the Hagersville Library and Active Living Centre. Proposals for design components, program offerings, etc. will be brought forward to this committee for input and review.
6. Other Business
	1. Ashley asked what type of demographic information Haldimand County has. Rabiya said she does not know whether it is collected, but that it would be better if we had the data on how many people would benefit from these initiatives, only for study purposes without personal information. Adrien asked if there would be a survey sent out to the community members asking what things they would like in the new facility. Ashley agreed and advised that in the past (in Jarvis or Townsend) a family had asked if an accessible swing could be put in there, but if we gain this data we’d have a better outlook on where the needs are because not everyone feels comfortable approaching to ask for something accessible. We can use this information for uses beyond the recreation centre.
	2. Tracey shared that we have in the past tried to get demographics for our population. She approached the health unit and they said we can’t ask those questions due to privacy. We looked into Stats Canada where people fill out the census which seems to be the best place for information but it only comes out every ten years. Thinks a poll would be the best format.
	3. Kyra added that part of the scope of work of the consultant will be facilitating a rigorous community consultation campaign including online surveys, physical surveys, phone calls, focus groups, etc. The consultant wants to meet with this committee, youth advisory, and seniors committee to get more focused discussion with specific areas to make sure we capture all of the unique needs and perspectives that we have to accommodate.
	4. Stewart shared that he was on a meeting this morning about a new park in Selkirk and that the first question was what the community would think. He sits on the Haldimand Norfolk Health and Social Services committee and can ask them what the general needs of the community are. Thinks we may have been asking for too much detail before but that we could get general information.
	5. Janet said in past years she has been a board member of Community Living Haldimand (CLH) and that they have a lot of information and suggests that these consultants speak with CLH and the Bethesda Organization because they work with people with disabilities and they are out in the community every single day. They wouldn’t need to go into specifics but could provide an informative overview.
	6. Kyra thanked everyone for their comments and suggestions and will forward them to the project manager overseeing this project in consultation with the consultant so that it is on record.
	7. Janet saw in the paper and on the website that invitations are going out to people for the outside patios and looks forward to that and hopes we get lots of applications for it because last year was tough for the businesses but the outdoor patios were very successful.
7. Adjournment
	1. Rabiya adjourned the meeting at 1:30 pm.

Next Meeting:

* To be determined