**Minutes**

**Accessibility Advisory Committee**

**Date:** Wednesday, Oct 5, 2022

**Time:** 3 p.m.

**Location:** Haldimand Room, Haldimand County Admin Building

**Attendees:** Janet deVos, Councillor Stewart Patterson, Hugh Hanly (Chair), Andrew Poirier, Kyra Hayes, Brian Grice, Erin Haase

**Absentees:** Ashley Everts, Rabiya Azeez

1. Call to Order
	* Meeting called to order by Hugh Hanly at 3:14 p.m.
2. Revisions to the Agenda
	* None
3. Approval/Correction of minutes dated June 15, 2022
	* Approved
4. Business Arising from Minutes dated last meeting
	* None
5. Information Gained from Community Accessibility Survey
* The survey ran survey for 2.5 weeks and got 18 responses with representation from every ward
* Main concerns identified included: parking spaces, door openers, & website
* The bulk of suggestions have been added into the Accessibility Plan
1. Multi-Year Accessibility Plan 2023-2027
* Brian reviewed the plan specifically the recommendations
* He let the committee know that he reached out to Markham and Ottawa for a knowledge share – for Corporate Accessibility Policy
* Plan going to SMT for review Dec 5 – feedback is welcome up to that point
1. Userway Overlay on website
* Brian provided an overview of the web tool – emphasizing that it’s not a solution but still a way forward should we get audited
* The tool is cost effective – approx.. $500 for the year
* Plan to continue to utilize Userway until a new website is in place
* Showed the backend of the product and how remediation works
* Related to this, the committee discussed potential training for accessible documents – Brian advised he is working with HR to do some of the document training as part of onboarding
1. Hearing Loop demo
* Hearing Loop devices now available at the County building: Council Chambers, main reception desk and second floor
* Allows users with hearing aids to tune in and amplify
* Also has devices for low-hearing individuals
* Signage is present in the building to let people know that it’s available
* Mostly for old style hearing aids – not the newer ones
1. Next Steps
* Discussion of reaching out to community groups to see if the committee can get more attendance from people in the community with disabilities
* Hugh indicated that it’s been difficult in the past to get staff on board to bring documents, reports, etc. to the committee, and asked for clarification if that was now Brian’s role – Brian advised that he has gone in front of management to let them know what’s expected of them to bring to the committee
* Last meeting for this committee. The current committee still stands until the new one starts, so any items for approval in that time will still come to this committee
* The Clerks division is putting together a consolidated form for all committee applications – available in December, can apply online
* The committee will be notified when applications are open and the information will be shared on social media as well
1. Other business
* Discussion of when all businesses have to upgrade their facilities
* Suggestion that the County can promote more education around what grants are available and what partnerships could be leveraged to help businesses undertake accessible upgrades
* Question of whether the County allows businesses to put a ramp in front of their stores. Brian explained that a certain amount of path-spacing must be maintained but the finer details aren’t known. Committee identified this as a potential easy win to look into.
* Suggestion of having an introductory profile on Brian in the newspaper – Kyra identified opportunities for when we could pitch stories (e.g. when the 5-year plan is approved)
1. Next Meeting
	* To be determined – once new committee selected, something scheduled late January early February.
2. Meeting adjourned at 4:04 p.m.