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|  | **Accessibility Advisory Committee Agenda** |

Date: Thursday, June 22, 2023

Time: 3 p.m.

Location: Haldimand County Administration Building – Grand Room

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Members: John Pack, Frank Rao, Councillor Stewart Patterson, Barbara Horton, Judy Duggan, Janet deVos, Ashley Everets

Regrets: Andrew Poirier

Others: Brian Grice, Accessibility Coordinator, Customer Experience & Communications

Kyra Hayes, Supervisor, Customer Experience & Communications
Britany Burley, Coordinator, Customer Experience & Communications

Erin Grice, Project Manager, Customer Experience & Communications

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1. Call to order
	1. Meeting called to order at 2:59 p.m.
2. Disclosures of Pecuniary Interest
	1. None
3. Introductions of new members
	1. All members introduced themselves to new members Judy and Barbara.
4. Introduction of Erin Haase, Project Manager, Website Lead, to provide update of new website.
	1. For the next year and a half, Erin will be leading the design project of the website. Erin showed a slideshow overview of the plans to create a new HaldimandCounty.ca website.
	2. The number one reason we are creating a new website is to meet Accessibility Standards in terms of website accessibility that we are not currently meeting. We have until December 2024 to make our website compliant. We will also improve customer service with our new site.
	3. The project will deliver WCAG 2.1 Standard or higher. It will also create a Web Governance policy.
5. Business arising from the minutes of the last meeting
	1. Adam Chamberlin, moved to fall
	2. Policy 2009-02 – Completed
		1. Accessible Customer Service Policy – Update to language and regulations. Approved by Council, ratified and in effect.
	3. Integrity Commissioner – sign offs and reminders
		1. All members have watched the presentation and signed to acknowledge same.
6. Approval of previous Accessibility Advisory Committee Meeting dated April 26, 2023
	1. Moved: Councillor Patterson
	Seconded: Frank Rao
	Motion carried.
7. National AccessAbility Week Event
	1. Event went very well with good feedback. The Haldimand Press published a story on the event.
8. Facility Accessibility Design Standards Update
	1. This document will include accessibility standards for Haldimand County above and beyond the building code requirements. Good progress has been made on it so far.
9. eScribe Live Captioning Update
	1. eScribe is the program that runs the Council meetings. We have purchased the captioning module to do live captioning and closed captioning. It should be live for the next meeting.
10. Picnic Table in Downtown Cayuga
	1. Outside of the Carolinian Café in Cayuga. It was placed on Haldimand County property without consent of the Accessibility Advisory Committee. Concerns were brought up to facilities because we were required to be consulted to any addition of an eating area on public property. They plan to put permanent tables that will be accessible for next year. Councillor Patterson will inquire into possibility of getting accessible picnic table this year.
11. Next Meeting September 21, 2023 – Discussion re: summer break, does that date work?
	1. No objections. We’ll reach out to verify again closer to the date.
12. Two more new members
	1. Two new applications have been received. Because of summer break, their applications will be put towards Council for approval in September.
13. General business
14. Adjournment at 3:50 p.m.
	1. Moved: Barbara Horton
	Seconded: Judy Duggan
	Motion carried.
15. Next Meeting: Tentatively September 21, 2023