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|  | **Accessibility Advisory Committee Minutes** |

Date: Thursday, September 21, 2023

Time: 3 p.m.

Location: Haldimand County Administration Building – Grand Room

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Members: John Pack, Frank Rao, Judy Duggan, Janet DeVos, Barbara Horton, Andrew Poirier, Audrey Doxtdator

Regrets: Maryanne Doxtdator, Ashley Everets, Councillor Stewart Patterson

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

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1. The meeting was called to order at 3:00 p.m.
2. Disclosures of Pecuniary Interest
	1. None
3. Approval of previous Accessibility Advisory Committee Meeting dated June 22, 2023
	1. Motion to move the minutes:
		1. Moved by Janet.
		2. Seconded by Judy.
4. Introductions new members
	1. Maryanne was unable to attend. Maryanne and Audrey were approved by Council to join the committee which brings it to nine members, the largest the committee has ever been. We are happy to have more voices to represent our committee.
5. Business arising from the minutes of the last meeting
	1. Bench at the Carolinian – Update
		1. The county had agreed to change the bench to allow for a wheelchair to sit at the table. We are going to look at installing more around the county next year.
	2. Closed captioning from E-Scribe
		1. Council live streams their meetings online. We now have live closed captioning for the meetings and post-production for all Council meetings.
6. Facility Accessibility Design Standards Update
	1. The final deadline has passed for feedback/changes. There has been very little feedback for it, so it will be going forward to council to be ratified and implemented going forward.
7. Budget Discussions
	1. We are having discussions about creating an accessibility specific budget for retrofitting. We’ve asked for $75,000 per year for 10 years. If the budget is approved, the AAC will review potential projects for implementation and be able to prioritize them. The budget is only for enhancing buildings already in existence to help meet accessibility standards.
8. Website Update
	1. GHD Digital has won the contract to build our new website. Our new CIO started on Monday and taught digital accessibility so we are well positioned to have a new accessible website.
9. PXO Light Standards – Updates
	1. Pedestrian Crossovers are coming up in communities across Haldimand County. There are three proposed new light standards. One is on Caithness in Caledonia, one in Jarvis on Main and one in Dunnville on Broad. Three were installed before the creation of the AAC. One installed in Hagersville was installed in the middle of the sidewalk because the infrastructure under the ground would not have allowed the post to be placed anywhere but the centre of the sidewalk. Engineering has agreed to increase the sidewalk to make room to travel around the back of the sidewalk. This will be remedied in the fall.
10. How to read Site Plans Training
	1. Brian provided the site plans training document to all members and explained to members how to review the document and what we are looking for as committee members. The designs are required to meet minimum accessibility standards, but the committee should review to ensure that it makes sense based on lived experience and common sense.
11. Meeting preferences: Group agreed that Tuesday, Wednesday and Thursday were ideal. Meetings are held every two months so members will have two months’ notice between meetings. Group agreed that 3:00 is a good time.
12. General business
	1. None to report.
13. Adjournment
	1. Moved to adjourn at 3:47 p.m. by Barbara.
	2. Seconded by: Judy.
14. Next Meeting: November 30, 2023