



ACCESSIBILITY ADVISORY COMMITTEE

Tuesday, April 3, 2018 at 10:00 a.m.

A meeting of the Accessibility Advisory Committee was held at 10:00 a.m. on Tuesday, April 3, 2018 at the County of Renfrew Administration Office, 9 International Drive, Pembroke, Ontario.

Present were:

Committee Members: Tom Peckett (Chair)
Joanne Peplinski
Jessica Schroeder

Regrets: Jennifer Creeden, Bruce Leclair, Nancy Rantz, Helen Siroski

Staff Present: Michael Barber, Media Relations/Grants Coordinator,
Ginette Poole, Provincial Offences Act Manager
Janet Porter, Asset Management Coordinator
Debbie Gervais, Administrative Lead Hand, Human Resources

Mr. Barber called the meeting to order at 10:04 a.m. The roll was called, and no pecuniary interests were disclosed. The committee welcomed Jessica Schroeder from the Township of Greater Madawaska Valley.

Algonquin Trail:

Mr. Barber provided a history of the Algonquin Trail: Excerpt from the County of Renfrew website: *“Renfrew County, Lanark County and the Township of Papineau-Cameron formed a partnership in 2011 and recently signed a lease and donation agreement to acquire ownership of the 296-kilometre discontinued Canadian Pacific Rail between Smiths Falls and Mattawa. The County’s portion of the corridor runs from the Arnprior/Ottawa border in the south to the Renfrew/Mattawa border in the North. The intent is to work with local municipalities, the public and other partners to develop the multi-use trail.”*

Currently the Algonquin Trail committee is looking at accessibility requirements:

- (a) Trail Heads - these are the parking areas in order to access the Trail and making the area more accessible
- (b) Accessible Signage - in the interim certain non-accessible areas of the Trail will be labeled as Wilderness Areas
- (c) Drop-Off Areas - a 5 cm barrier will be there for visually impaired and wheelchairs
- (d) Walking Surface - stone-dust or granular A

Reporting Year Obligations:

Every two years the County of Renfrew is required under the Act to file an Accessibility Compliance Report. Mr. Barber advised that the report was filed with the province on

December 22, 2017 and there were no major areas of concerns. Notations were made about the Algonquin Trail.

Multi-Year Plan:

The County of Renfrew is required to update its multi-year accessibility plan for 2018-2022. The draft plan is being developed by Mr. Barber, and will be emailed to Committee members for review. The goal is to make the report a more comprehensive, user friendly public document. The draft plan will then be posted for the public to make comments as part of the process.

A revised draft will then be presented for final approval to Finance and Administration Committee and County Council before being submitted to the Province.

- *Action: Each Committee member will provide a brief bio (i.e. full name, bio, and when you joined the committee) to Mrs. Gervais. These bios are needed for the Plan.*

Letters to Lower Tier Municipalities:

A draft letter to the lower tier municipalities regarding membership to the committee was reviewed. Letters will also be sent to the City of Pembroke and the Algonquins of Pikwakanagan. Mr. Peckett noted that in order to provincially meet the accessibility requirements, municipalities should be part of an accessibility committee, and these letters may help promote membership.

- *Action: Mr. Barber will coordinate and send letters to CAOs of the lower tier municipalities, as well as to the City of Pembroke and Algonquins of Pikwakanagan.*

Good News Stories:

- (a) Accessible Lift in the McNab-Braeside Church - The community began with raising funds for an accessible washroom, and now they are working on acquiring a lift to make the building more accessible. A grant application will be sent.
- (b) Township of Leeds and the Thousand Islands Email - Mr. Barber received an e-blast from the Township asking if other Townships have Accessibility Committees and could share information regarding best practices on activities, plans, and connecting with the community

- *Mr. Barber will reply on behalf of our Committee in regards to training and on the County's direction that we are moving in on Accessibility.*

- (c) City of Kawartha-Lakes - Mr. Barber received an email from the City of Kawartha-Lakes with a Call for Nominations for their 11th Annual Accessibility Awareness Awards. Excerpt from the City's Website: *"Our annual Accessibility Awareness Recognition Awards recognize nominees that have gone above and beyond the expectation of an Educator, Business, Community Group or Individual in the area of removing barriers for individuals with disabilities or increase public awareness within the community."*

Mr. Peckett noted that something like this would bring awareness to our communities regarding accessibility.

- *Action: Mr. Barber will contact the City of Kawartha-Lakes and gather more information regarding this Award Ceremony and Call for Nominations.*

New Business:

(a) County of Renfrew Guide to Accessible Documents: Mr. Barber distributed the draft copy of this guide. Readability should be the first step in making administrative documents accessible to everyone, and this document is a good resource to use.

(b) Service Animals: Ms. Porter advised that one of our tenants had concerns with members of the public attending offices with their pets. Ms. Porter advised that signs will be posted stating only Service Animals, and the link to AODA customer service training will be given to front-line staff who work in the public accessible properties (found at <https://accessontario.com/services/aoda-training/>)

- *Action: Ms. Porter will follow up with the tenant, post signs and touch base with front-line staff who work in the publicly accessible properties for the educational component of customer service and service animals.*

(c) Building Code and Inspectors: Ms. Schroeder brought up a question regarding new buildings and accessibility requirements. New Accessibility Amendments to Ontario's Building Code can be found here at the Ministry of Housing Website: <http://www.mah.gov.on.ca/Page10546.aspx>. Ms. Schroeder updated the Committee on the Township of McNab -Braeside's initiatives on accessibility.

(d) The County of Renfrew website - Mrs. Gervais noted that our Accessibility Advisory Committee's minutes are not on the County of Renfrew's website. The Municipal Accessibility Advisory Committee is listed but when you go to the page to view details about the Committee, there are no minutes of past meetings there.

- *Action: Mrs. Gervais will ensure our minutes are posted on the County's website.*

Adjournment:

Motion: Mr. Peckett Seconded: Ms. Porter
That the meeting be adjourned at 11:16 a.m.

Carried

Next Meeting Date:

To be determined at a later date.