



MINUTES

**KINGSVILLE ACCESSIBILITY ADVISORY COMMITTEE MINUTES
TUESDAY, DECEMBER 12, 2017 @ 3:30 P.M.
COMMITTEE MEETING ROOM 'A'
2021 DIVISION ROAD N., KINGSVILLE, ON N9Y 2Y9**

A. CALL TO ORDER

Chairperson, Thomas Neufeld called the Meeting to order at 3:00 p.m. with the following persons in attendance:

Members:

Thomas Neufeld
Corey Gosselin
Jackie Barraco
Michele (Missy) Chauvin
Regrets: Todd Bradley

Members of Administration:

Deputy Clerk – Administrative Services R. Baines

B. DISCLOSURE OF PECUNIARY INTEREST

Chairperson, Thomas Neufeld reminded members that any declaration and its general nature are to be made prior to each item being discussed.

C. PRESENTATIONS/DELEGATIONS

NONE

D. FINANCIAL REPORTS

1. Financial Report – 2017 Actuals vs 2018 Budget

The 2018 budget was reviewed and adopted.

15-2017 Moved by Missy Chauvin, seconded by Jackie Barraco the Committee adopts the Financial Report for the 2017 Actuals vs 2018 Budget.

CARRIED

E. STAFF REPORTS

NONE

F. BUSINESS/CORRESPONDENCE

1. 2017 Accessibility Compliance Report

The Committee reviewed the compliance report. Administration was directed to research whether accessibility training for non-municipal staff and volunteers would be available.

16-2017 Moved by Jackie Barraco, seconded by Corey Gosselin the Committee Receives the 2017 Accessibility Compliance Report.

CARRIED

2. Draft update to Council

The Committee reviewed the draft update to council and provided some corrections and additions for 2018.

Missy will take over the newsletter issued quarterly starting in January.

Committee members discussed sidewalks within town and it was suggested taking pictures of areas not in compliance for review and reporting.

Administration will email members draft update to council for review and approval.

3. 2018 Strategic Plan Goals

Chair Neufeld outlined the 2018 goals. Item 3 evaluate needs of community was discussed relating to new construction and renovations. The Manager of Facilities will be involved in all facility inspections. A Committee member shared a recent experience at a business where they encountered a physical obstacle with flooring. There was discussion on downtown businesses and accessibility concerns and the possibility of coordinating an accessibility workshop with the BIA. Administration will contact the BIA regarding workshop and report back for next committee meeting.

4. Accessibility Directorate of Ontario publication "What Ontario's accessibility laws mean to you"

Administration will order more pamphlets for the Municipal Office and Carnegie building.

G. ADOPTION OF MINUTES OF PREVIOUS MEETING

Minutes were reviewed and accepted.

17-2017 Moved by Corey Gosselin, seconded by Missy Chauvin the Committee adopts the June 22, 2017 minutes.

CARRIED

H. NEW AND UNFINISHED BUSINESS

1. Self-Help Counter in reception area in Municipal Office

Discussion on height of self-help counter and that it is not accessible. Administration was directed to investigate redesign of the self-help counter and report back.

18-2017 Moved by Missy Chauvin, seconded by Jackie Barraco the Committee direct Administration to investigate redesign of the self-help counter.

CARRIED

2. Sharing Information with Emergency Personnel

Discussion on voluntarily sharing information with Kingsville Fire Department regarding history and medication for better management of emergency situations for residents with disabilities. A similar idea to the County Paramedics and resident medical information left on a refrigerator as the go-to location when called to the scene.

3. Companion Dogs

Discussion on allowance of companion dogs in municipally owned buildings. Administration was directed to research current Town policy and report back for next committee meeting.

I. ADJOURNMENT

19-2017 Moved by Corey Gosselin, seconded by Jackie Barraco the Committee adjourn the meeting at 4:21 p.m. to meet again on February 20, 2018

CARRIED

CHAIRMAN, Thomas Neufeld

**DEPUTY CLERK – ADMINISTRATIVE SERVICES,
Roberta Baines**