

**Minutes of: ACCESSIBILITY ADVISORY COMMITTEE** 

**Date:** 16<sup>th</sup> January, 2024 **Time:** 4:33 pm -5:50 pm.

OCAB Meeting Room **Location:** Page: 2

Chair: Paula Recorder Ayesha Sajid

File Name: Accessibility Advisory Committee

**Guest:** 

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|  | ITEM   | DISCUSSION |  | ACTION |  |  |
|--|--|------------|--|--------|--|--|
| Welcome  |  |            |  |        |  |  |
| Adoption of<br>Agenda                          | Agenda – Accepted as presented.  |            |  |        |  |  |
| New<br>members                                 | Ayesha updated the Committee on Councilor Brain, replacing Warden Marcus Ryan and Sharlene's resignation from the Committee. Ayesha informed the Committee that the County Council had approved an advertising campaign to find a new member to join the AAC.  |            |  |        |  |  |
| Joint<br>Accessibility<br>Committee<br>Meeting | Ayesha informed the Committee that Oxford County would host this year's Annual Joint Accessibility Committee Meeting and asked for their perspectives on the accessible location/venue, date, guest speakers, stakeholders/organizations, and agenda items the members feel lower-tier municipalities would be interested in. Ayesha informed the AAC that she |            |  |        |  |  |

| ITEM           | DISCUSSION   | 1 | ACTION |  |  |
|----------------|--|---|--------|--|--|
|                | the Deputy Clerk of the Township of Norwich to find out if                 |   |        |  |  |
| -              | forms regarding the 2023 joint meeting were distributed and                |   |        |  |  |
|                | ave shown interest in a particular topic that Oxford County                |   |        |  |  |
|                | could add to their Joint Meeting's agenda items. Otherwise, Ayesha can     |   |        |  |  |
|                | get in touch with the attendees herself. Scott suggested one of the topics |   |        |  |  |
|                | ailure to meet the required AODA targets at municipal and                  |   |        |  |  |
| <del>-</del>   | els and newly set targets. Regarding guest speakers, Brian                 |   |        |  |  |
|                | tacting the Ministry for Seniors and Accessibility, and                    |   |        |  |  |
|                | Warden Marcus Ryan. Involving someone from the                             |   |        |  |  |
|                | share their experience was also discussed as an engaging,                  |   |        |  |  |
| _              | good learning experience for the attendees. Gord was also                  |   |        |  |  |
|                | repare a topic relevant to his expertise. In terms of having an            |   |        |  |  |
|                | nue, Room 129 at OCAB was considered to be a good option,                  |   |        |  |  |
|                | the final number of attendees.   |   |        |  |  |
| l              | gested establishing a sub-committee with 2-3 group                         |   |        |  |  |
|                | will meet monthly for an hour(in-person/virtually) to                      |   |        |  |  |
| _              | and execute ideas with Ayesha so that AAC can focus on                     |   |        |  |  |
|                | e other action items essential to the AAC's mandate during                 |   |        |  |  |
| their bi-month |  |   |        |  |  |
|                | ted that if each township of Oxford County has its own AAC                 |   |        |  |  |
|                | doing the accessibility work, then it is vital for all of us to be         |   |        |  |  |
| updated on ea  | ch other works/accomplishments, challenges, and initiatives                |   |        |  |  |
| and shouldn't  | wait for that to happen just annually. So, this may also be                |   |        |  |  |
| something that | t can be discussed at the Joint Accessibility meeting in 2024.             |   |        |  |  |
|                |  |   |        |  |  |

|                     | ITEM  | DISCUSSION  | A | ACTION |  |  |
|---------------------|---|---|---|--------|--|--|
| Accessibility       | OC's Accessibility Acssessment Form/ Checklist was distributed, and   |   |   |        |  |  |
| Assessment          | Ayesha requested everyone to review the old document adopted from the   |   |   |        |  |  |
| Form/               | City of London in 2004 for the next meeting to see if any questions need  |   |   |        |  |  |
| Checklist           | revision or additional questions are required to address the current  |   |   |        |  |  |
| Review Other Items  | accessible trends and issues. Brian mentioned that the Township of Ingersoll has recently developed an accessibility toolkit and did accessibility audits to develop this toolkit. Brian mentioned that he might ask the Staff Lead from Ingersoll's AAC to come to OC AAC's next meeting and share their experience developing this toolkit if they are available and willing. |   |   |        |  |  |
| Next In-            | The date and n  | ace for the next meeting are 5 <sup>th</sup> March 2024, at OCAB, |   |        |  |  |
|                     | 1   |   |   |        |  |  |
| Person              | Room 129, from 4:30 pm - to 6:30 pm.  |   |   |        |  |  |
| <b>Meeting Date</b> |   |   |   |        |  |  |
| & Time              |   |   |   |        |  |  |