



## **Accessibility Advisory Committee Minutes**

Date: Friday, October 27, 2023

Time: 10:00 am

Location: Municipal Office Meeting Room

Members Present    Greg McLean, Chairperson  
                          Marion Last  
                          Maryanne Buehlow  
                          Tim Malo  
                          Joseph Martel

Members Absent    Debbie Braun  
                          Tom Wingfield  
                          Suzanne Wingfield

Also Present:        Carol Patterson

Staff Present        Fiona Hamilton, Director of Legislative and Legal Services (Clerk)

### **1. Call to Order and Acceptance of Agenda**

The meeting was called to order at 10:05 a.m. by Chairperson McLean.

#### **Motion:**

Moved By: Marion Last

Seconded By: Tim Malo

That the Accessibility Advisory Committee hereby approves the Agenda for the October 27, 2023 meeting as presented.

**Carried.**

### **2. Declaration of Pecuniary Interest and General Nature Thereof**

### **3. Adoption of the Minutes**

3.1    Accessibility Advisory Committee Minutes – August 25, 2023

#### **Motion:**

Moved By: Maryanne Buehlow

Seconded By: Joseph Martel

That the Accessibility Advisory Committee hereby approve the minutes from the meeting on August 25, 2023 as presented.

**Carried.**

**4. Business Arising from the Minutes**

The Committee returned to a discussion on the circulation of the Brockton Buzz newsletter to ensure it was readily available for all residents, including tenants that would not receive a property tax bill. The Committee suggested leaving a copy at the library, any place where bag tags could be purchased, or in a weather protected sleeve at the Market Garden in downtown Walkerton.

**5. Correspondence**

**6. Old Business/Ongoing Projects**

**6.1 Downtown Sidewalks**

The Committee requested that the Operations Department review the remaining concrete work for the new streetlight along Durham Street in Walkerton, noting that in some areas it was not possible to push the crosswalk button.

The Committee further discussed the on-going problem of signage and products being placed on the Durham Street sidewalks by the downtown businesses. It was suggested that members of the Committee could email a list of business and signs that were challenging to Paulette Peirol, Community Development Coordinator for her to follow up and provide education to those businesses about removing barriers.

It was also noted that a set of guidelines about the size, style and location of signs and product tables would be helpful in reminding business owners to assist with keeping a clear path of travel.

**Action: Municipal Staff would develop a one page guideline with recommendations for signage and products tables to allow for greater ease of travel along the downtown sidewalks on Durham street in Walkerton for the Committee to review.**

**6.2 Additional Accessible Parking Spaces Update**

Fiona Hamilton, Director of Legislative and Legal Services (Clerk) provided an update to the Committee about the timing of the accessible parking spaces in front of Canada Post and the Centennial Pool.

## 7. New Business

### 7.1 Enabling Accessibility Grant - Youth Accessibility Leader

Fiona Hamilton, Director of Legislative and Legal Services (Clerk) informed the Committee that Brockton was successful in partnering with a local youth who was approved as a Youth Accessibility Leader for the purpose of applying for a wheelchair lift at the Centennial Pool.

The Committee expressed support for the Application, and noted that many wheelchair lifts require staff with particular training to operate the lift.

The Committee also discussed other possible options for the mid-size stream of the Enabling Accessibility Grant and identified the elevator at the Walkerton Community Centre as a potential project that warranted consideration.

### 7.2 Hometown Christmas Market

Paulette Peirol, Community Development Coordinator described the layout challenges for the Hometown Christmas Market, noting that 16 vendors had confirmed attendance at the time. Ms. Peirol identified the challenge of placing booths on the grass in the middle, and the need to ensure the tents were spaced out enough to allow people to move freely between them.

The Committee discussed the laneway at the back of the Market Garden and the location of the temporary washrooms. The Committee recommended putting the temporary washrooms in the back parking lot, and marking off spots in that area as accessible spots. The plan would allow for vendors to be located where the accessible parking spots were for easier circulation by people. The Committee emphasized the need for clear communication, signage and directions, suggesting a parking attendant may assist with the change. It was also noted that having the By-law Enforcement Officer available would assist with any enforcement concerns.

**Action: Fiona Hamilton, Director of Legislative and Legal Services (Clerk) would email the Committee with the contact information for Paulette Peirol, Community Development Coordinator, and Lisa MacDonald, By-law Enforcement Officer.**

### 7.3 Recreational Programming

The Committee reviewed and endorsed the list of recreational programming in place for Fall 2023. The Committee encouraged any programming opportunities that could be created at no or low cost, such as swing bowling or frisbee golf to ensure that all residents had an opportunity to participate.

### 7.4 2024 Municipal Budget

The Committee discussed items that should be included in the 2024 Operating Budget, including transportation to the Cargill Community Centre and the Elmwood Community Centre, and fees for an accessibility consultant. The Committee also supported approaching a speaker to host an event that could include the business community.

Fiona Hamilton, Director of Legislative and Legal Services (Clerk) would bring back a budget document for review and approval by the Committee.

## 8. **Next Meeting**

The next meeting was scheduled for November 24, 2023 at 10:00 a.m. at the Municipal Office.

## 9. **Adjournment**

### **Motion:**

Moved By: Tim Malo

Seconded: Maryanne Buehlow

That the Accessibility Advisory Committee hereby adjourn at 11:05 a.m. to meet again on November 24, 2023 at the Municipal Office.

**Carried.**