

MINUTES

Date: Thursday November 17th, 2022

Location: St. Thomas Public Library

Time: 11:00am

Present: M. Byl, K. Lizotte, Councillor S. Peters, S. Rodaway, M. Sylvester, T. Tiersma, C. Topping, A. Williams

Regrets: L. Mcclure

11:02am The meeting convened with C. Topping, Chair presiding.

DISCLOSURES OF INTEREST

NIL

ADOPTION OF MINUTES

Motion by: S. Rodaway – M. Sylvester

THAT: The minutes of the meeting held on October 27, 2022, be confirmed.

Carried.

REPORTS of COMMITTEES

1. Budget: The members decided that there was no further expenses required for 2022 and that the remaining funds of \$656.57 remain in the operating budget. The members requested that the secretary send a request to treasury for the 2023 operating budget for the yearly amount of \$3,000.
2. Special Events: Sheila Rodaway reported the new upcoming event of the Alzheimer Walk being held in Pinafore Park in May 2023. She reported that the Special events committee is also reviewing their manual and will report back of any changes to the application process.
3. Site Plan Control: C. Topping has nothing new to report.

UNFINISHED BUSINESS:

1. Playground Research Participation Opportunity - The members requested that the secretary invite A. Jefferson to our next meeting to discuss.
2. Joint Meeting with the Elgin County- Central Elgin Joint Accessibility Advisory Committee(JAAC) –The members requested that the secretary reach out in the new year, after committee appointments to work with JAAC to set a date.
3. Audit Sheets – C. Topping suggested that a sub committee is created to review the new audit forms and make suggestions for revisions to customize it to the needs of the MAAC committee and the City's facilities.
4. Library Audit – this will be undertaken after the meeting is adjourned.

NEW BUSINESS

1. Open House Review – M. Sylvester shared some considerations for the 2023 Open House: hand sanitizer, pens, pen holder, add to event calendar on Rogers Info channel (community board). It was recommended that ads be placed inside the buses for advertising. Additionally, the committee could leverage their community partners in an effort to get greater attendance . It was suggested that they could be asked to share the open house with their clients. A. Williams made a note that the Senior Centre staff set up the tables which was much appreciated. The members decided to look at ordering professional tablecloths for the annual event. Quotes will be investigated in the new year.
2. Parallel Transit – K. Lizotte noted that there was an issue with paratransit use on Remembrance Day. The driveway of the Moore St. Parking Lot was blocked off due to proximity to Cenotaph. As such paratransit buses could not book return rides until the area was cleaned up. S. Rodaway noted that disability parking was provided for in the special events application. An alternate entrance/exit was available for transit. Committee requested the secretary to send the report to council pertaining to the remembrance day service road closure.
3. Talbot Street Sidewalk Deficiencies – S. Rodaway reported 2 areas that need attention: South side of Talbot Street at First Ave in front of the Dollarama plaza complex and the North Side of Talbot east of First Ave in front of the new plaza area. The Committee requested she contact customer service to enter a service request.

NEXT MEETING

Thursday January 26th at 9:00am in person in Room 304 (weather permitting) and available by teams

ADJOURNMENT

Motion by: K. Lizotte – M. Sylvester

THAT: The committee adjourned at 11:41a.m.

Carried


Signed, Chair, Municipal Accessibility Advisory Committee


Date