

The Township of McNab/Braeside

Accessibility Advisory Committee Meeting Minutes

Thursday June 2nd, 2022 – 9:00 a.m.

1. **Call to Order & Roll Call**

Christina Mulcahey called the meeting to order at 9:02 a.m.

Members of the committee present were:

Member: Lindsey Lee – CAO/Clerk

Secretary & Chair : Christina Mulcahey – Administrative Assistant

Member: Ryan Frew – Public Works Director

Member: Chris Vereyken – Chief Building Official

Member: Andrea Lamontagne – Recreation Director

2. **Disclosure of Pecuniary Interest and the General Nature Thereof**

No disclosures of pecuniary interest were declared at this time.

3. **Adoption of the Agenda**

Moved by Ryan Frew, Seconded by Lindsey Lee **THAT** the agenda dated June 2, 2022 be adopted as submitted and circulated. **CARRIED.**

4. **Adoption of Previous Meeting Minutes**

The committee reviewed the minutes from the November 3rd 2020 meeting.

Moved by Lindsey Lee, Seconded by Chris Vereyken **THAT** the minutes of the November 3, 2020 Accessibility Advisory Committee meeting be adopted as submitted and circulated. **CARRIED.**

5. **Updates – 2021 Compliance Report**

Christina Mulcahey informed the Committee that she has submitted the 2021 Compliance Report as directed by the CAO/Clerk. She also informed the Committee the next Compliance report is due at the end of 2023.

6. **New Business – Multi-Year Accessibility Plan 2022 – 2026**

Christina informed the Committee that we need to update our Multi-Year accessibility plan as it expired in 2021.

The committee reviewed the current plan and the following notes were mentioned:

Chris Vereyken referred to page 5 of the plan and asked if new staff members are receiving training and Lindsey Lee confirmed this has been ongoing for new staff members.

Chris also referred to Page 7 section 4.5 – It says the committee will continue to review plans for new Township owned buildings and major renovations and comment on the site plan controls. It was questioned if this is for all site plans in the township or only township owned. The Committee agreed that the committee should only review site plans for township buildings and public spaces.

Lindsey requested that the email contact be changed to Christina's email address.

Christina noted the township office address needs to be updated.

Christina will make changes to the plan and publish on website.

7. Round Table Discussion

Ryan Frew said the new MCP (McNab Centre Park) building plans did not go to the AAC committee for review– however, he confirmed that the plans included ramps and accessible washrooms. He will check that the front counter at canteen is lower for accessibility reasons. The new washrooms in the building would also include accessible doors and alarms as well.

Andrea Lamontagne mentioned “picture signage” such as no smoking, dogs on leash, washrooms. She noted that some businesses use them. The committee agreed that we would not replace what we currently have however; possibly look into future picture signage to consider accessibility needs.

Christina pointed out the website page that we have for accessibility and reviewed it with the Committee. The committee agreed that the accessibility plan will be updated and everything else will stay the same for now. The annual report will be updated at the end of 2022.

8. Next Meeting

The committee proposed a September 2022 meeting.
Christina will set up a date and send an invitation to committee members.

9. Adjournment

This meeting was adjourned at 9:30 am.
Moved by Lindsey Lee, Seconded by Ryan Frew.