



**Minutes of:** ACCESSIBILITY ADVISORY COMMITTEE

**Date:** July 18<sup>th</sup>, 2024

**Time:** 4:33 pm -6:20 pm.

**Location:** OCAB Meeting Room  
#129

**Page:** 3

**Chair:** Paula

**Recorder:** Ayesha Sajid

**File Name:** Accessibility Advisory Committee

**Guest:**

\*\*\*\*\*

\*\*\*\*\*

	ITEM	DISCUSSION	ACTION
Welcome			

	<b>ITEM</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>Adoption of Agenda</b>	Agenda – Accepted as presented.		

	ITEM	DISCUSSION	ACTION
<b>Nominations for Vice-Chair</b>	Tina Young nominated herself for the position of Vice-Chair and was selected.		
<b>Municipal Education Training at Joint Accessibility Meeting</b>		Ayesha informed the Committee about the AAC Joint Meeting and training date, which will be October 22 <sup>nd</sup> from 1:00- 4:30 pm. The Municipal Education Training Workshop will be for 2 hours and includes a building audit. The cost is 2500+ mileage + expenses that the County will cover. Committee members suggested that the training should start with the building audit. As for the audit, the maximum number of people we can have is 10-11. Those people should be the ones who are directly responsible for the accessibility work, e.g., staff from Facilities, Clerks, etc. Ayesha also informed the Committee that an email about saving the date is sent to all Area Municipalities Clerks. An email with the agenda for the Joint AAC Meeting will be sent to them in September with a deadline to confirm the number of attendees so arrangements like room for training, refreshments, and who participates in the building audit can be made accordingly. In the next meeting with the sub-committee on August 19 <sup>th</sup> , Ayesha will prepare the agenda and update the AAC in September's meeting.	
<b>Oxford County's Accessibility Assessment Checklist</b>		Ayesha shared the final draft of Oxford County's Accessibility Checklist via email with the members and, during the meeting, asked them for their feedback. Committee members were happy with the overall draft. They passed a motion, "Asking the County Council to make Oxford County Accessibility Assessment Checklist a policy- a requirement to be used for retrofits or Oxford County's newly owned buildings."  Ayesha informed the Committee that she also met with Mike Amy, and DanP.Foster from Public Works. They acknowledged that this checklist could be a good resource.	<b>Seconded by Scott</b>

	ITEM	DISCUSSION	ACTION
<b>FADS 2016/2021</b>		<p>Oxford County has adopted the City of London Facility Accessibility Design Standards (FADS) 2006. It was previously brought to the Committee's attention by Gord that FADS 2006 has been updated to 2021. As the budget season has begun in the County, Ayesha discussed with the Committee that it would be great if this Committee recommended the County Council adopt FADS 2021 so Public Works staff could plan the 2025 budget accordingly. The Committee said they would be comfortable recommending to the County Council if Ayesha explains the differences between FADS 2006 &amp; 2021. This will give them a good reason to make this recommendation based on facts.</p> <p>Also, the measurements mentioned in the County's Accessibility Assessment Checklist are taken from FADS 2021, so both documents align and complement each other.</p> <p>It was also brought to the Committee's attention that Ottawa was the first one to develop FADS back in the day.</p>	

	ITEM	DISCUSSION	ACTION
<b>2025 Budget</b>		<p>Ayesha asked the Committee if there are any initiatives the Committee would like to take in 2025 regarding education, awareness, etc. The Committee recommended sending one person to Ontario Non-Profit Housing Association(ONPHA) &amp; AODA trainings who could return and train other members. Then, an education seminar for builders and contractors could be organized to inform them about FADS. The Committee also talked about how many people within the County are unaware of Oxford County AAC and raised the concern that this could disadvantage people whose Municipalities don't have an AAC. So, promoting the existence of AAC is essential and should be a priority in 2025 via a newsletter, Oxford County's communications, setting booths by coordinating with the municipal events(sidewalk days), providing giveaways, etc.</p> <p>Councillor Brian also mentioned that he would recommend to the County Council that the AAC Committees should have a \$5000 budget for educational and awareness initiatives.</p>	
<b>National Accessibility Week &amp; Red Shirt Day</b>		<p>Paula has previously brought to the Committee's attention the National Accessibility Week, May 26<sup>th</sup> – June 1<sup>st</sup>, 2024, and the Easter Seals Red Shirt Day campaign, which took place on May 29<sup>th</sup>. The County didn't display its support for Red Shirt Day externally -on its website. On this, the Committee has decided to coordinate with the Communications team in January 2025 and explore the options of going from internal to external (social media) to promote such days and events and to inform the public about AAC and what they have been doing. They also suggested that the Warden make the Proclamation that National Accessibility Week and Red Shirt Day be promoted with a Red flag (accessibility). Staff from the Communication team will be invited to come and discuss this possibility with the AAC members in the January meeting.</p>	

	<b>ITEM</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>Other Items</b>			
<b>Next In-Person Meeting Date &amp; Time</b>		The date and place for the next meeting are September 25 <sup>th</sup> , 2024, at OCAB, Room 129, from 4:30 pm - to 6:30 pm.	