

**Accessibility Advisory Committee  
Minutes  
Deep River Town Hall**

**Date:** Wednesday March 22nd, 2017 2:00pm

**Committee Members:**

**Present:** Sam McCarthy  
Christine Armstrong  
Ron Desrochers  
Marg Killey

**Regrets:** Anne Hutton

**1. Call to Order:**

Meeting called to order by Sam McCarthy at 2:05 pm.

**2. Adoption of the Agenda:**

That the meeting agenda be approved:  
Moved: - Sam McCarthy  
Second: - Marg Killey

**3. Disclosure of Pecuniary Interest:**

No pecuniary interest reported.

**4. Review and Approval of the Minutes of March 1<sup>st</sup>, 2017:**

Motion to approve the minutes as written:  
Moved: Ron Desrochers  
Second: Christine Armstrong

**5. Business Arising from the minutes, Reports, Accessibility Plan:**

**Action 17-02-01** Sam presented his revised report of the Committees activities and achievements for 2016 to the Committee. He will present it to Town Council. The report will be printed up and added to the committee records. **Ongoing**

**Action 17-01-01** Regarding the ramp and automatic doors for the rear entrance of Town Hall and entrance to wood working club.

Robert Labre will look into the Town Hall entrance ramp and door openers. R. Labre has supplied Sam McCarthy with the copies of sections of the building code as it pertains to accessible entrances, for the Woodworking club.

Sam will contact Gary Festarini regarding the Woodworking club involvement in construction of an accessible entrance to its facility.

Regarding email to Sean Patterson and public works inventory of handicapped parking signs. No definitive answer so far. See notice of parking meeting below. **Ongoing**

**Action 17-02-02** Christine Armstrong is continuing to work on making the Deep River website accessible to conform to the WCAG. **Ongoing**

**Action 17-03-01 and Action 16-11-02** Anne Hutton has developed and Accessibility Plan template, which has been circulated to the members. This document will be filled out the as items are addressed within the template. **Ongoing**

**Action 17-03-03** Sam will invite Sean Patterson to the next meeting to update us on any improvement made to the towns facilities and update the town accessibility plan.

**Action 16-11-03** Training to be completed on line at: <http://www.ontario.ca/page/how-train-your-staff-accessibility> by all committee members. All town staff, council member, volunteers and board members must be trained using this tool. Anne Hutton, Christine Armstrong and Marg Killey have completed this training. Sam will meet with Christine to take this training. **Ongoing**

## **6. New Business:**

Christine Armstrong brought information forward about a Barrier Buster Grant available through with Rick Hanson Foundation. Applications must be completed by March 31<sup>st</sup> 2017. The 150 Committee are hoping to put in an application for Legacy Project of a barrier free playground behind the Community Centre through this grant.

**Action 17-03-04** Marg will read up on the application process. Other Committee members are asked to come up with possible ideas. Time is very short.

**Notice:** There will be a Parking By-Laws meeting on Monday March 27<sup>th</sup> from 1:30 – 3:00.

**7. Next Meeting:** April 19<sup>th</sup> at 2:00 pm.

**8. Adjourned :** 2:50 pm.