

**Joint Accessibility Advisory Committee of
Lincoln, West Lincoln, Pelham, Thorold, Niagara-on-the-Lake,
Grimsby and Port Colborne
Meeting Minutes
Thursday, November 9, 2023
Zoom and In-Person Meeting**

6:30 p.m. – 8:30 p.m.

Present: Dave Antaya (NOTL), Lauren Bubnic (NOTL), Rebecca Hill (Lincoln), Joey Hewitt (Thorold), Rhys Evans (Pelham), Dan Whipple (Pelham), Jennifer Thiessen (Lincoln), Laura Slade (Port Colborne), Jennifer Korstanje (Grimsby), Dianne Rintjema (Lincoln), Janice Desroches (Thorold)

Regrets: Lisa Peso (Grimsby)

Call to order. Dan called the meeting to order at 6:32 pm.

1. Approval of the Agenda

Be it resolved that the agenda is approved as presented. Moved by Laura Slade seconded by Dave Antaya. CARRIED.

2. Approval of the Minutes of September 14, 2023

Be it resolved that the minutes are approved as presented. Moved by Dave Antaya, seconded by Joey Hewitt. CARRIED.

Business Arising from the Minutes:

3. Accessibility Award

Jennifer Thiessen, as part of the subcommittee, collected several other municipal award processes. All of them had a nomination process and all had a provision that organizations cannot be nominated for completing their compliance requirements. Nominees must have gone “above and beyond” in terms of accessibility. The group agreed that our award needs some sort of public nomination process. The group decided to have nomination categories that reflect requirements of the AODA Standard areas.

Donna will do some research and will draft some nomination questions and criteria for review by the JAAC. She will forward this to the group by the end of November and circulate for review and comment.

New Business:

4. Accessibility Advisory Committee Meeting – Spring 2024

Donna has forwarded the suggested topics for consideration to the Niagara Falls Accessibility Advisory Committee.

5. Peach King Centre Renovations Site Plan/ Site Plan Reviews – “How To” session

This item rolled into the Site Plan review “how to” session. When reviewing site plans, Donna looks at the following:

- Parking – size of spaces (car or van), installation of access aisles
- Exterior path – any obstacles, clear path to entrance
- Entrance - installation of automatic door opener
- Interior path – width of interior paths, installation of automatic doors, visual fire alarms
- Washrooms – turning radius, automatic doors, fixture installation, visual alarms.

Donna will attempt to get a large version of the Peach King Centre architectural plans so that the committee can review as a group at the next meeting.

6. Community News

- Donna is preparing the Annual Progress Report on the Multi-Year Accessibility Plan. She will circulate it to the JAAC by the end of November.
- Dan suggested that we ask the head of the Regional Transit System to come to our next meeting. Donna will arrange.

7. Meeting Format – Everyone finds the hybrid format of the meetings (in person and Zoom) to be very challenging. It is extremely difficult to hear each other and manage comments from Zoom and in-person. Donna will attempt to address this with technology (speaker/microphone) and we will try to do the hybrid option for the next meeting. If it continues to be a challenge, then we will move to in-person meetings only.

8. **Next Meeting – Thursday, January 11, 2024.** Location: Four Points Sheraton, Thorold ON. Format to be hybrid (in person/Zoom).
9. Adjournment. Dan motioned to adjourn at 7:58 p.m. Seconded by Rhys.