

MIDDLESEX ACCESSIBILITY ADVISORY COMMITTEE
MINUTES

Wednesday, December 8, 2021, 10:00 AM
Middlesex County Building
399 Ridout Street North, London
Virtual Meeting

Members Present	Warden Warwick Councillor Brennan Councillor Mayhew Michele Ivanouski David Sitlington Leslie-Anne Steeper-Doxtator Sarah Savoie, Accessibility Coordinator Marci Ivanic, Legislative Services Manager/Clerk
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Members Absent	Mary Jane Steele
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1. CALL TO ORDER

Chair Brennan called the meeting to order at 10:00am.

Chair Brennan introduced Marci Ivanic, the new Legislative Services Manager/Clerk, Sarah Savoie, the new Accessibility Coordinator and the newly elected Warden, Alison Warwick.

2. PROVISION FOR DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None.

3. MINUTES

3.a Minutes of the April 14, 2021 meeting of the Middlesex Accessibility Advisory Committee

Moved by Councillor Mayhew
Seconded by Michele Ivanouski

THAT the Minutes of the April 14, 2021 meeting of the Middlesex Accessibility Advisory Committee be approved as presented.

Carried

4. ACTION ITEMS

- 4.a Outdoor Play Spaces Consultation: Ilderton Library and Thorndale Library
Report from Sarah Savoie, Accessibility Coordinator.

Moved by David Sitlington

Seconded by Councillor Mayhew

THAT the Middlesex Accessibility Advisory Committee approve the outdoor play spaces constructed at the Ilderton Library and Thorndale Library branches in accordance with the requirements for the Design of Public Spaces standard under the Integrated Accessibility Standards Regulation and in consideration of the needs of children and caregivers with a variety of disabilities.

Carried

- 4.b Accessible Playground Consultation - Dorchester Park

Report from Sarah Savoie, Accessibility Coordinator.

Moved by Councillor Mayhew

Seconded by David Sitlington

THAT the Committee accept the report in principle and that the AODA Coordinator provide the Committee's recommendations concerning the Request for Proposal and construction of the new accessible outdoor play space at the Dorchester Community Park to the Municipality of Thames Centre for consideration.

Carried

5. CORRESPONDENCE AND INFORMATION ITEMS

- 5.a Accessibility Projects and Updates

Presentation from Sarah Savoie, Accessibility Coordinator attached.

6. INQUIRIES

None.

7. NEW BUSINESS

7.a Joint Multi-Year Accessibility Plan - 2022-2027

Presentation from Sarah Savoie, Accessibility Coordinator attached.

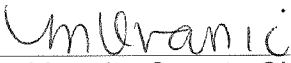
8. **ADJOURNMENT**

Moved by Warden Warwick


Seconded by Councillor Mayhew

THAT the meeting adjourn at 10:52am.

Carried



Marci Ivanic, County Clerk



John Brennan, Chair

Accessibility Projects and Updates

Sarah Savoie
Accessibility Coordinator
December 8, 2021



Accessibility Compliance Report

- 2021 is a compliance reporting year
- Middlesex County and all Local Municipal Partners are required to complete a compliance report and submit it by **December 31, 2021**
 - **Almost all LMPs have completed the report and are ready to submit**
- The report asks questions regarding the Integrated Accessibility Standards Regulation
- The most significant question is on the WCAG 2.0 Level AA compliance
 - Many municipalities across Ontario are reporting no or are leaning towards no
 - The County of Middlesex is making updates to the website and social media pages to ensure compliance, the website will be fully redone and launched Q1 2022
 - Several Local Municipal Partners will be claiming compliance as they redid their websites in 2020 and 2021, achieving full compliance



Annual Accessibility Status Report

- Middlesex County and the Local Municipal Partners are creating a joint Status Report for 2021
- The Status Report includes information on **Continuous Achievements in Accessibility** and **Accessibility Highlights** of 2021
- Timeline for Completion:
 - December 2021: LMPs to provide details for their section
 - January 2022: take to the Middlesex Accessibility Advisory Committee for approval
 - February 2022: submitted to Council for approval
 - End of February 2022: posted on County website and all LMPs websites



Zoom Captioning Update

- Zoom now provides free auto-generated closed captioning for all users (including those with free accounts)
- To enable it, instructions can be found at the Zoom Help Center: <https://support.zoom.us/hc/en-us/articles/4409683389709-Enabling-or-disabling-closed-captioning-and-live-transcription-services>
- See next slide for details



Enabling Zoom Closed Captions

User

To enable **Closed captioning** for your own use:

- Sign in to the Zoom web portal.
- In the navigation menu, click **Settings**.
- Click the **Meeting** tab.
- Under **In Meeting (Advanced)**, click the **Closed captioning** toggle to enable or disable it.
- If a verification dialog displays, click **Enable** or **Disable** to verify the change.
Note: If the option is grayed out, it has been locked at either the group or account level. You need to contact your Zoom admin.
- (Optional) Select the check boxes to enable additional features:
 - **Allow use of caption API Token to [integrate with 3rd-party Closed Captioning services](#)**
 - **Enable live transcription service to transcribe meeting automatically**
 - **Allow viewing of full transcript in the in-meeting side panel:** If disabled, participants can't view the full transcript in the side panel. They can only view captions in the video window of the meeting or webinar. Participants also won't be able to [save captions](#).
Note: This feature requires Zoom version 5.7.0 or higher.



Middlesex Centre Age Friendly Community Action Plan –Part 1

The Municipality of Middlesex Centre is looking to develop a 3-5 year 'Age Friendly Community Action Plan' (AFCAP), to help guide the municipality in becoming a community that supports active, healthy, and engaged living for people through all life stages and abilities, and fosters civic, economic, and social participation.

This project will focus on residents over the age of 55 and those with disabilities. Completing this project meets the Strategic Themes identified in the Municipality's Strategic Plan 2021-2026 such as being 'an engaged community and sense of place' and a 'responsible & responsive municipal government



Middlesex Centre Age Friendly Community Action Plan –Part 2

The World Health Organization identified **eight domains of community life** that overlap and intersect to affect an individual's personal well-being and their independent and active living in physical and social environments:

- 1. Outdoor spaces and buildings;
- 2. Transportation;
- 3. Housing;
- 4. Respect and inclusion;
- 5. Social participation;
- 6. Civic participation and employment;
- 7. Communication and information; and,
- 8. Community support and health services.



Middlesex Centre Age Friendly Community Action Plan –Part 3

The Municipality has received grant funding and been approved for \$43,000 to complete this project. Staff have selected Monteith Brown Planning Consultants to undertake this work.

- The planning team includes staff from Monteith Brown, Scott Mairs, Director of Community Services in Middlesex Centre, a Project Task Force with various
- The project had consulted with the public, persons with disabilities and the planning team through public meetings and 3 focus groups.
- It is currently in the second phase of consulting and a draft of the plan has been created and shared with the planning team



Middlesex Centre Age Friendly Community Action Plan –Part 4

The project objectives are as followed:

1. To assess the ‘age-friendliness’ of the Municipality of Middlesex Centre and its smaller communities based on the World Health Organization’s eight age-friendly community domains.
2. To create a community profile of current Municipal and community initiatives and opportunities and gaps for active, positive aging.
3. Evaluate the needs of the older adult population in Middlesex Centre
4. To engage and consult with a wide range of seniors and community stakeholder to gain understanding about and to garner support for an Age-Friendly Community Action Plan.
5. To increase awareness about the importance of seniors remaining active, healthy and engaged in the community.

The project will see two key outputs:

- 1) A local needs assessment that identifies opportunities and gaps in services and supports for seniors.
- 2) An Age Friendly Community Action Plan for Middlesex Centre with prioritized supports and services for seniors which can begin to be implemented in the 2022 budget year.

Further details will be provided as the project continues



Joint Multi-Year Accessibility Plan

- The Joint Multi-Year Accessibility Plan will be created between Middlesex County and its Local Municipal Partners
- The plan will focus on accessibility initiatives for 2022-2027
- Participating LMPs:
 - County of Middlesex
 - Municipality of Middlesex Centre
 - Municipality of North Middlesex
 - Municipality of Southwest Middlesex
 - Municipality of Strathroy-Caradoc
 - Municipality of Thames Centre
 - Township of Adelaide Metcalfe
 - Township of Lucan Biddulph
 - Village of Newbury



Joint Multi-Year Accessibility Plan

- New Updates:
 - Included a Message from CAOs
 - Included Description of Accessibility Coordinator role
 - Removed repetitive sections (overview of standards)
 - Added all LMPs sections
 - Added Accessible Maintenance Procedures and Temporary Service Disruptions under Appendix A & B
 - Updated contact information



Joint MYAP Survey

- The survey was sent out to LMPs, and is posted on the Middlesex County website and social media pages
- Responses will be collected until January 7, 2022 (possibility for extension)
- Link to survey: <https://www.surveymonkey.com/r/middlesexmultiyearaccessibility>
- Questions for the survey address the following topics:
 - Barrier-free inclusive customer service and communication
 - Support animals and support persons
 - Feedback process and response times
 - Accessible formats and communications supports requests
 - Accessibility of the website and web content
 - Ensuring a barrier-free recruitment and application process for jobs
 - Access to public spaces and accessible parking
 - Municipally owned facilities and accessibility
 - Providing barrier free transportation



MAAC Feedback on MYAP

- Per the Integrated Accessibility Standards Regulation the Middlesex Accessibility Advisory Committee must be consulted when establishing, reviewing and updating the MYAP
- The MAAC will be sent a working draft of the MYAP in December 2021 to review
 - Updated drafts will be provided as new sections are added
 - Will provide the final draft for feedback in February 2022

Looking for the MAAC to give input on the MYAP, including:

- **Progress**
- **Goals**
- **Timelines**



MYAP Approval and Timeline

- Will seek approval from Middlesex Accessibility Advisory Committee around March 2022 before submitting plan to County Council

Timeline for Completion:

- December 8, 2021: Provide details on MYAP, survey, and feedback process
- January 31, 2022: **LMPs to provide final draft for their sections**
- February 2022: MAAC to receive updated copy of MYAP for further feedback
- March 2022: MAAC to approve MYAP
- March 2022: MYAP presented to Middlesex County Council
- Final MYAP posted online on all websites



Next Middlesex Accessibility Advisory Committee Meeting

January 18, 2022 at 10am – 12pm

Will provide updates on ongoing accessibility projects and present final draft of the 2021 Accessibility Status Report for approval at the next meeting

