



THE CORPORATION OF THE MUNICIPALITY OF PORT HOPE ACCESSIBILITY ADVISORY COMMITTEE MINUTES

October 10, 2024, 5:00 p.m.

Present: Councillor V. Mink, Chair
S. Forsyth
R. Cook
P. Hunt
E. Warner
L. Kehoe

Staff: J. Davidson, Director, Works and Engineering
E. McKerroll, Recording Secretary

Minutes of the Accessibility Advisory Committee of the Corporation of the Municipality of Port Hope, held via Web Conference, Port Hope, Ontario

1. Roll Call/Quorum

The meeting commenced at 5:02 p.m. Councillor V. Mink, Chair informed the committee that T. Balatka has resigned and E. McKerroll, Recording Secretary provided a brief overview of the committee recruitment process. Further updates to come at the next meeting.

S. Forsyth left the meeting at 5:05 p.m.

2. Delegations

None.

3. Approval of Agenda

3.1 October 10, 2024

Moved by L. Kehoe

Seconded by P. Hunt

That the agenda be approved as circulated.

CARRIED

4. Disclosure of Pecuniary Interest and the Nature Thereof

None.

5. Approval of Previous Minutes

5.1 September 12, 2024

Moved by R. Cook

Seconded by L. Kehoe

That the minutes from the Accessibility Advisory Committee meeting of September 12, 2024 be approved as circulated.

CARRIED

6. Business Arising

6.1 Accessible Parking

Discussion ensued with respect to the need for more directional signage downtown during the construction. J. Davidson advised that the work is near completion, but that the committee's comments and suggestions will be taken into consideration during the next phase of the reconstruction project.

7. Correspondence

None.

8. Committee Business

None.

9. Council Referrals

None.

10. New Business

10.1 Transit Services

Councillor V. Mink, Chair provided a brief overview of an accessibility concern that was brought to the attention of Council and staff, and discussion ensued with respect to:

- The need for awareness on how to report issues and service concerns, such as additional signs and flyers on busses and in municipal offices.
- The ability for residents to rate the services offered by municipal staff members.
- Customer service training and the process for escalating concerns.

10.2 VON at Greenwood Towers - Accessible Parking and Main Entrance

The committee agreed to defer item 10.2 to the next meeting.

10.3 Ease of Access to Accessibility and Accommodation Information

Discussion ensued with respect to potential enhancements to the municipal website to better inform residents about services available by the Municipality and County. This includes services such as the Medical Waste Subsidy offered through Northumberland County that provides a set number of free bag-tags per year to help residents with the disposal of medical waste, and recreation programs offered by the Parks, Recreation and Culture department. L. Kehoe advised that she would compile a list of links from local municipalities to illustrate possible improvements to the website.

11. Next Meeting

11.1 Thursday November 14, 2024 at 5:00 p.m. via Zoom

12. Adjournment

The meeting adjourned at 5:35 p.m

Councillor V. Mink, Chair

E. McKerroll, Recording Secretary