

# **ACCESSIBILITY COMMITTEE MEETING**

**March 7, 2024; 4:15 P.M.; Video Conference**

## **AGENDA**

1. Call to order
2. Approval of agenda (Items added)
3. Review of Minutes Re: January 4, 2024
4. Barb Adams, St. Peter's Adult Drop In Program Volunteer
5. Acting on the Priorities of Our Plan – Next Steps
6. Updates on Action Items (Standing Items)
7. Committee Membership/Recruit New Members (Standing Item)
8. Access Awareness Week Calendar of Events re: PAANS Website
9. Items Added
10. Next Meeting
11. Adjournment

# **ACCESSIBILITY ADVISORY COMMITTEE MEETING**

**Thursday, February 01, 2024**

**4:19 PM**

**Location:** Virtual Meeting via Zoom

**Present:** Esther McDonnell, Allison Martell, Danielle Martell, Shannon Mury, Councillor Michael Diggdon, Jessica MacDougall, and Ashley Lavandier

**Absent:** Warden Amanda Mombourquette, Chantal Boudreau, Meghan Hayter, Shelly Dorey, Natalie Groom

**Quorum Present** – Yes

Esther McDonnell called the meeting to order at 4:19 pm

**Items Added to the Agenda (Approval of Agenda):**

- No Items added to the Agenda

*Moved by Ashely Lavandier, seconded by Jessica MacDougall, that the agenda be approved as presented. **Motion carried.***

**Review of Minutes Re: January 2024 Meeting:**

- No edits noted for the January 04, 2024 Minutes.

*Moved by Councillor Michael Diggdon, seconded by Jessica MacDougall that the minutes of January 4, 2024 be approved as presented. **Motion carried.***

**DEI (Diversity, Equity and Inclusion) Component**

Danielle and Shannon provided the committee with an update from the NS Accessibility Directorate regarding the Accessibility Plan Refresh. The refresh must include DEI components. Municipalities will require to have a DEI committee and plan that can be combined with their Accessibility Advisory Committee or separate. Further details will come from the Directorate in the coming months. Danielle and Shannon have been attending the AMANS committee of practice where they are exploring with other municipalities how these committees look and best practices among other municipalities in the province.

**Acting Priorities on Plan**

- No new updates - The municipality continues to work towards their Rick Hansen certification goals for their municipal administration building in Arichat. The municipality has applied for the Municipal Capital Growth Program so the municipality is waiting to see if the funding will come through, which would enable the completion of larger upgrades noted in the assessment.

- Conformation from Jacquelyne Burneau of PAANS indicates that Richmond County can host the scholarship, award ceremony, and luncheon, along with a proclamation and flag raising ceremony for Access Awareness week.
- AMANS is looking to host a province-wide initiative for Access Awareness Week, Danielle and Shannon were part of this preliminary discussion and will provide the committee with updates as they become available.
- YMCA Cape Breton is willing to partner with us again this year for Access Awareness Week. More details will be provided closer to the date.
- Danielle provided the committee with an update regarding Access 2023 and the provincial built environment standards. Danielle contacted Julie Glassard as a follow-up to our last meeting, requesting clarity on the impact of the pause on the updated building codes and the Access 2030 provincial initiative. Julie connected Danielle with Laura Beth MacPherson – Nova Scotia Directorate, who provided Danielle with an update which Danielle shared with the AAC. It was recommended that as a follow-up the AAC may want to consider inviting EDPC to one of the upcoming meetings for further discussion.

#### **Update on Action Items list**

- Shannon shared the snow removal policy with the Director of Public Works.
- The Survey has been updated to reflect the edits from the prior meeting.
- AAC may want to consider inviting EDPC to one of the upcoming meetings for further discussion

#### **Committee Membership Recruit New Member**

- Membership continues to be a challenge.
- AAC would love to have first voice at the table
- Ester suggested contacting organizations directly, such as STAC to personally invite members to join. Danielle will contact STAC to see if any members would like to join, and Ester will contact Marie Buke of the St. Peter’s Adult Drop-In with a personal invitation to join the AAC.
- Ester suggested Kelly Hibbert provide an alternative representative from the Hearts organization to join the AAC.

#### **Publication of Council, Committee, and Committee Reports and Meeting Packages on Municipal Website Policy**

- Policy has been approved, awaiting direction from the Communication Officer regarding the next steps.
- Agendas must be posted on the Municipal website two days before the meeting.
- Minutes that have been approved will be posted within 10 business days on the Municipal website.
- The Village will create a link on their website directly to the AAC minutes and agendas.
- Policy notes that Municipal staff are required to take the meeting minutes, moving forward Danielle will scribe the meeting minutes with a review from AAC.

**Next meeting**

Our next meeting will be a virtual meeting, on Thursday, March 07, 2024 at 4:15 pm.

**Adjournment:**

There being no further business, the meeting was adjourned at 5:00 pm, by Esther McDonnell.

DRAFT