

ACCESSIBILITY ADVISORY COMMITTEE MEETING

October 21, 2021, 4:00 P.M.

Location: Video Conference

Present: Warden Amanda Mombourquette, Laurier Samson, Ronalda Boudreau, Deputy Warden Micheal Diggdon, Maxine David, Natalie Groom, Kelly Hibbert, Allison Martell, Meghan Hayter and Jessica Gibson

Absent: Marcilyn Cianfarani

Warden Amanda Mombourquette called the meeting to order at 4:06. p.m.

Items Added to the Agenda (Approval of Agenda):

Moved by Jessica Gibson, seconded by Deputy Warden Michael Diggdon, that the agenda be approved as presented. Motion carried.

Review of Minutes re: September 23, 2021

Moved by Natalie Groom, seconded by Maxine David that the minutes be approved as presented.

Draft Request for Proposals

- Request for Proposals (RFP) – is a document created to outline the requirements of a specific project. Once the document is finalized the County will advertise to the public in hopes to find someone who can get the work done, in our case, to create our plan.
- **Community Profile**
 - Add a bit more about the village of St. Peter’s, how it is an incorporated village within the County
 - Doesn’t include the village but they have a budget and it will be included
- **Commitment to Accessibility**
 - Include the Village of St. Peter’s
 - Includes municipalities, villages and libraries
 - The Municipality of the County of Richmond and the Village of St. Peter’s are committed to advocating and providing support where and when possible to the entire county.
 - Maybe expand to add a definition of the meaning of accessibility
- **Accessibility Advisory Committee**
 - Add the village of St. Peter’s

- **Key Documents**
 - There are no municipal by-laws related to accessibility
 - Add terms of reference
 - Add framework we put together
 - Amanda will check with STAC to see if they have anything we could add
 - Jessica will check at her work

- **Project Description**
 - Add the village of St. Peter's
 - Add the buildings that require accessibility through the village
 - Accessibility plans for the village
 - Add a 5th bullet – list of advocacy priorities and support
 - Maybe have 2 community consultations if it fits within the budget

- **Submission Requirements**
 - \$40,000 will include Rick Hansen Fees
 - \$25,000 from the Village of St. Peter's

- **Submission Method**
 - Submission to Laurier

- **Timeline**
 - 2 – 3 weeks

- **Evaluation**
 - Take timeline out and include in project description and put the timeline to February 28, 2022

Other discussions:

- Providing an outreach to local businesses
- A resource person to provide information and the ability to send people in the right direction for resources and funding
- www.reachability.org – list of supports and priorities
Add an accessibility information page in the next reflection

Next Steps

- Laurier will update changes and send to committee, hoping to release it by Monday once everyone has agreed by email
- Post RFP for 2 weeks
- Upload responses to the committee as they come in via email or drop off
- Meet to have a meeting on November 10 or 12

Items Added to the Agenda

No items added

Next meeting will be on November 18 @ 4:00 pm

Adjournment

Moved by Maxine David, seconded by Natalie Groom that the meeting be adjourned. Motion carried.

There be no further business, meeting was adjourned at 5:20 p.m.

CO-CHAIR:

CO-CHAIR:
