

# **ACCESSIBILITY ADVISORY COMMITTEE MEETING**

**Thursday, May 02, 2024**

**4:15 PM**

**Location:** Virtual Meeting via Zoom

**Present:** Warden Amanda Mombourquette, Shannon Mury, Councillor Michael Diggdon, Chantal Boudreau, Danielle Marell, Ashley Lavandier, Allison Martell

**Absent:** Esther McDonnell, Meghan Hayter, Shelly Dorey, Jessica MacDougall

**Quorum Present** – Yes

Warden Amanda Mombourquette called the meeting to order at 4:15 pm

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

- No items added.

*Moved by Asley Lavandier seconded by Councillor Michael Diggdon, that the agenda be approved as presented. **Motion carried.***

## **Review of Minutes Re: April 05, 2024, Meeting:**

- No edits noted for April 2024, Minutes.

*Moved by Asley Lavandier, seconded by Councillor Michael Diggdon that the minutes of April 05, 2024, be approved as presented. **Motion carried.***

## **Access Awareness Week Calendar of Events:**

### **A. Confirmation of dates**

- Before the May AAC meeting, Danielle provided the committee with an update via e-mail on Access Awareness Week. During the meeting, the committee reviewed the overview Danielle provided.
- AAC finalized locations, dates, and times for Access Awareness Week events.
- Allison connected with Marie Burkey regarding a partnership for the Move IT event. Unfortunately, the St. Peter's adult drop-in group is unavailable to participate in the St. Peter's Move-It event due to conflicting events.
- Allison is awaiting confirmation from East Richmond School regarding participation in the St. Peter's Move It event.
- Additional "swag" materials were given to the Municipality from NS LEO. Given the surplus remaining of last year's "swag" and the addition of new items, there was consensus amongst the committee that there was no need to order additional materials.
- Danielle shared with the committee that they were successful in their application to host a

Silent Disco event in Richmond County on June 1<sup>st</sup> from 3:00 pm to 5:00 pm at the Louisdale Lion's Hall. Registration for the event will be through the Municipality's recreation registration portal. However, information on the event will be sent to all identified organizations to invite them to the week's events.

- The final events poster will be circulated to AAC and via social media the week of May 6<sup>th</sup>, 2024.
- Danielle informed the committee that a grant was submitted to NS LEO to help support the hall rental costs and the Municipality was successful in this request.
- Committee members Allison, Ashely, and Chantal as well as the Warden volunteered to help at the Silent Disco.

### **B. Report Card:**

A conversation was had among the committee about the creation of a report card to share with the community on achievements, tasks, and initiatives the AAC has led over this year. Along with a timeline or status on outstanding initiatives still underway. There was consensus amongst the committee on this idea, with the understanding that this initiative may not be ready by the end of May.

### **Updates on the new AAC Teams Platform:**

Shannon will be establishing a Teams portal for the AAC, this will be a space where committee members can access and collaboratively update documents as well as share news and resources.

### **Updates on the Action Items list**

- Plan refresh – Supports will be made available through the AMANS. Danielle contacted AMANS to determine the extent needed for the planned refresh and review other municipalities' approaches. Many municipalities shared they were doing the refresh in-house as a committee.
- Danielle will add other municipalities' accessibility plans that integrated DEI into their plan to the AAC Teams site. These plans were given to Danielle as reference guides.
- The Municipality is awaiting funding announcements to move forward with the Rick Hansen Certification; however, smaller accessible initiatives have been underway.
- The St. Peter's Hub will be going out to tender the week of May 6<sup>th</sup>.
- Danielle will update action items to reflect the confirmed tasks for Access Awareness week.

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

- No updates on member recruitment

### **Next meeting**

Our next meeting will be a virtual meeting, on Thursday, June 06, 2024, at 4:15 pm.

### **Adjournment:**

There being no further business, the meeting was adjourned at 5:00 pm, by Warden Amanda Mombourquette