



WEST HANTS REGIONAL MUNICIPALITY
Accessibility Advisory Committee - Meeting Agenda
April 29, 2021 – 5:30p.m.

In-Person Sanford Council Chambers, 76 Morison Drive, Windsor, NS

Agenda is subject to change due to additions that may not be able to be reflected until after the meeting.

1. Call to Order

2. Attendance

Voting: Debbie Francis, Denise Long, Jordan Stephens, Roseanna Boyd, Mike Colter, Jennifer Davison, and Michael Bourgeois.

Staff Support (non-voting): Mark Phillips, Saira Shah, Bekah Craik, Troy Burgess, Shelleena Thornton.

3. Approval of the Agenda (including additions or deletions)

4. Approval of Minutes – March 18, 2021

5. Unfinished Business

- a) Terms of Reference adoption (attached)
- b) Election of Chair and Vice-Chair (attached)

6. New Business

- a) Presentation(s)
 - i. Carla Bezanson, Program Coordinator for the Accessibility Directorate (attached)
- b) NS Accessibility Toolkit Information (attached)
 - i. Accessibility Plans of other Municipalities (East Hants, Lunenburg, Wolfville) (attached)
- c) Experiential Learning Planning (verbal)
 - i. Committee information gathering
 - ii. Experiential learning community experience
- d) 2021/22 Accessibility Committee Resources (Budget) (attached)
 - i. Accessibility Consultant Discussion
 - ii. Experiential learning budget impact

7. Next Meeting Date / Adjournment



WEST HANTS REGIONAL MUNICIPALITY

Accessibility Advisory Committee – Meeting Minutes

April 29, 2021 – 5:30p.m.

Virtual Meeting via Zoom & Facebook Live

1. Call to Order

Councilor Francis called the meeting to order at 5:32 pm

2. Attendance

Debbie Francis, Councilor, District 5	Troy Burgess, Mgr., Public Works Operations
Jennifer Davison, Resident Member	Bekah Craik, Active Living Coordinator
Jordan Stephens, Resident Member	Roseanna Boyd, Resident Member
Denise Long, Resident Member	Michel Bourgeois – Resident Member
Mark Phillips, CAO	Saira Shah, Planner
Tina McKay, Building & Fire Official	Shelleena Thornton, Admin Supervisor
Carmen Dewar-Miller, Admin Assistant	

3. Approval of the Agenda (including additions or deletions)

There were no additions or deletions.

4. Approval of Minutes

MOVED by Citizen Member Long and Staff Member Burgess that the March 18, 2021 minutes be approved. Motion Carried.

5. Unfinished Business

a) Terms of Reference (TOR) adoption

Discussion Points

- Could consideration be given to adding more committee members representing a wider range of inclusivity and diversity.
- Per the province, this committee cannot move forward unless at least half of the members are persons with disabilities or who work for organizations representing persons with disabilities. To continue to recruit would be challenging and delay progress.

MOVED by Citizen Member Davison and Staff Member Craik to adopt the TOR. Motion Carried.

b) Election of Chair and Vice-Chair

- Citizen Member Davison nominated Councilor Francis for Chair and Councilor Francis accepted the position
- Citizen Member Bourgeois self-nominated for the position of Vice-Chair and was

so elected.

6. New Business

a) Presentation

Carla Bezanson, Program Coordinator for the Accessibility Directorate presented "Access by Design 2030, Creating an Inclusive Province for Nova Scotians".

Discussion Points

- Plan development and adoption by Council must be completed by the April 2022 deadline.
- Province does not provide resources supporting experiential learning.
- The toolkit references an exercise conducted by the Town of Wolfville.
- There is an interim guideline for the built environment on provincial accessibility website, including an assessment checklist for indoor and outdoor spaces.
- Suggested to reach out to local organizations or institutions.

b) NS Accessibility Toolkit Information

Accessibility Plans of other Municipalities (East Hants, Lunenburg, Wolfville) were provided for review and referenced.

c) Experiential Learning Planning

- Focus on the six standard areas and come up with related activities and associated challenges, being mindful of COVID restrictions.
- Agree on one common task such as a trip to the bank or grocery store.
- Contact Hants Community Hospital or a local seniors' home to secure loan of some wheelchairs.
- Planner Shah recommended a workshop that she attended regarding how to improve communication in terms of accessibility, wording, report preparation.
- Cannot assume we know the true challenges faced on a day-to-day basis.
- Possibly create a survey.
- Staff Member Craik will work with Citizen Members Stephens and Boyd to create a video presentation of the challenges faced by Citizen Member Boyd as he navigates local outdoor spaces.

d) 2021/22 Accessibility Committee Resources (Budget)

A budget of \$40,000 was proposed by staff to cover Communications, Programming and a Consultant.

Discussion Points

- Ensure resources are in place if a consultant or additional staff is hired to keep the accessibility plan moving ahead.
- Timeline for review and approval by Council estimated to be within a month.
- Investigate and incorporate the cost of interpreters for public engagement meetings.
- Explore hiring a student intern (lowering the cost)
- Check on funding through grants, work term or cost-sharing programs, or in concert with hiring someone with Rick Hansen Certification.
- Can the purchase of adaptive recreational equipment be incorporated into the budget (Hippocampe, adaptive bike, etc.)?

7. Next Meeting Date / Action Items

Next meeting date to be determined via doodle poll.

A list of action items was created:

- Reach out to Hants Community Hospital regarding availability of wheelchairs.
- Reach out to the Canadian National Institute for the Blind (CNIB).
- Bring a suggestion for an experiential exercise related to day-to-day accessibility challenges that committee members can participate in.
- Reach out to Rick Hansen Certified staff members working for other municipalities.
- Create a video following Citizen Member Stephens as he navigates local public outdoor spaces.
- Supply a list of adaptive recreational equipment.

8. Adjournment

Meeting adjourned at 6:35 pm

X

Committee Chair