

WEST HANTS MUNICIPALITY
Accessibility Advisory Committee Meeting Agenda
December 2, 2021, 5:30 p.m.
Three Mile Plains Community Hall
4474 Highway #1, Three Mile Plains

Agenda is subject to changes up to and including during the meeting



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1. Call to Order
 2. Attendance
Voting: Debbie Francis, Denise Long, Jordan Stephens, Roseanna Boyd, Jennifer Davison, Michel Bourgeois, Kelly Ann Jobson
Staff Support (non-voting): Mark Phillips, Tina McKay, Bekah Craik, Troy Burgess, Shelleena Thornton, Carmen Dewar-Miller, Grayson Titcomb
Guests: Emanuel Nicolescu and Emma MacEachern, CBCL Limited
 3. Approval of the Agenda, including additions or deletions
 4. Announcements
 5. Approval of Previous Meeting Minutes – November 4, 2021
 6. Unfinished Business
 - a) Feedback from Committee Members
 7. Presentations
 - a) CBCL Ltd. – Startup Workshop
 8. New Business
 - a) Collaboration with AVRIL
 - b) Rick Hansen Power of Inclusive Language Webinar
 - c) International Day of Persons with Disabilities 2021 – Friday, December 3
 9. Next Meeting Date / Adjournment

1. **Call to Order** – Chair, Councillor Francis called the meeting to order at 5:59pm
2. **Attendance**
Voting: Debbie Francis, Jordan Stephens, Roseanna Boyd, Jennifer Davison, Michel Bourgeois, Kelly Ann Jobson
Staff Support (non-voting): Mark Phillips, Tina McKay, Bekah Craik, Troy Burgess, Shelleena Thornton, Carmen Dewar-Miller, Grayson Titcomb
3. **Approval of the Agenda**, including additions or deletions
No additions or deletions.
MOVED by Resident Members Bourgeois and Stephens that the agenda be approved.
Motion Carried.
4. **Announcements** – no announcements
5. **Approval of Previous Meeting Minutes** – August 23, 2021
MOVED by Resident Members Davison and Bourgeois that the August 23, 2021 meeting minutes be approved.
Motion Carried.
6. **Unfinished Business**
 - a) Accessibility Plan Consultant and Request for Proposals
Staff Member Craik provided an update on the RFP issued by West Hants for an Accessibility Consultant. A working group of staff and committee members reviewed the submitted proposals and created a recommendation report. This report will be presented to Committee of the Whole (COTW) on Tuesday, November 9.
7. **Presentation**
 - a) Equity Language Guide - information only
Staff Member Craik offered a quick overview. This guide includes some valuable language education pieces that could be of interest to committee members and the public.

8. New Business

a) Successful Accessibility Consultant and Committee Expectations Discussion

Discussion Points

- To maximize the value of the consultant's time, the committee should be prepared; on the same page with their expectations, areas of focus and direction to be given
- Outcomes for the consultant need to include more than just addressing the built environment. Extend to communication pieces, website, other components.
- There are six focus areas within the framework of the toolkit that consultants have been asked to identify and delve into; awareness, goods and services, information and communication, transportation, employment and built environment.
- All proposals were to include an outline for a 10-15-year accessibility plan to address the mandatory accessibility requirements per the standards established by the province
- Staff Member Craik read the list of deliverables to the committee which include at least three community consultations / engagement sessions
- It was suggested to email the recommendation report to committee members
- The committee can be involved in the community engagement piece
- Staff Member Craik requested that everyone provide her with a question or higher-level area of concern that could be important to our unique region
- Send feedback back to Staff Member Craik via email by next Monday, November 8. She will send out the compiled list for members to have time to respond before meeting with consultants.

b) Communications - Tactile Surface Walking Indicators (TSWI) Power Point Presentation, Accessible Events Guide

Staff Member Bourgeois took the committee through a short presentation on TSWI. The Accessible Events Guide was shared as information only.

Discussion Points

- TSWI will probably be mandatory in 2030, along with audible walk buttons at lights, Bluetooth capabilities to open doors, and many more items to follow
- The Municipality has adopted the same cast iron TSWI design as HRM, which is meant to rust, turn orange and provide contrast
- The yellow plastic TSWIs are slippery, don't last very long (destroyed during snow removal)
- Any time the Municipality replaces a slab near a crosswalk, a TSWI is installed

- Consider starting to set aside specific funding (outside general reserves), for these impending built environment changes during the budget process
- Resources from all meeting packages of this committee can be made available to consultants. A list of resource documents also went out with the RFP

c) Meeting Venue

Staff Member Craik suggested taking Accessibility Committee meetings to different venues, bringing an accessibility lens to some of our own municipal sites. Options include the new Sports Complex and the Community Centre. Technology needs to be available for minutes and meeting recording. The venue needs to be accessible to the public.

Discussion Points

- Off-site venues might work for member roundtables outside of the formalized meeting
- The Community Centre would be large enough to host the public and support technology requirements. There would be no need to Facebook livestream
- CAO Phillips suggested that Councillor Francis and Staff Member Craik discuss a site and book it for the next meeting
- The committee could hold a meeting in each district utilizing community halls

d) Age Friendly in Focus – Virtual Community Engagement Workshop (information only)

Attendance was encouraged for anyone interested.

9. Next Meeting Date / Adjournment

Thursday, December 2, 2021 at 5:30pm. This will hopefully allow time for the consultant to prepare to meet with the committee. An off-site meeting venue will be chosen.

MOVED by Resident Members Davison and Bourgeois that the meeting be adjourned.

Motion Carried.

The meeting was adjourned at 6:45pm

X

Committee Chair