



Minutes of the Accessibility Advisory Committee

Place: Council Chambers
Date: Thursday, April 21, 2022
Presiding Officer: Josephine MacDonald
Members present: Tracy Briggs, Margaret Hodgins and Danielle Laurie
Regrets: Deputy Mayor MacDonald, Mandy Blake, Meagan Marchant, Brenda MacDonald

A quorum was present throughout the meeting.

Staff in attendance: Stan McDougall (recording secretary)

1. Call to order

Josephine MacDonald called the meeting to order at 6:00 pm.

2. Approval of agenda

Moved by Margaret Hodgins and seconded by Maggie Marchant that the agenda of the Accessibility Advisory Committee for April 21, 2022, be approved, as presented.

Motion Carried

3. Business arising from the previous minutes

Nil

4. Oxford's Accessibility Expo Planning and Discussions

The Accessibility Advisory Committee reviewed plans for the upcoming Oxford Accessibility Expo to be held at the Oxford Legion on June 2, 2022, at 6pm. The Accessibility Advisory Committee further reviewed in a round table discussion a sample survey presented by Margaret Hodgins to be made available to visitors of the Expo. The Accessibility Advisory Committee was reminded that the goal of the Expo and survey is to raise awareness of accessibility in the Town of Oxford to assist in the development the Town of Oxford Accessibility Plan.

Round Table Discussions:

- Confirmed that those currently attending or having a presence the Expo are CANSA, Maggie's Place, Tory Rushton, Cumberland YMCA, Early Intervention Nova Scotia, Autism Nova Scotia, Nova Scotia Hearing and Speech, The Sunset Group, 211, CNIB, and Rick Hansen Foundation.
- Tory Ruston is reaching out to the Minister of Accessibility for the Province of Nova Scotia to inquire about attendance to the Expo.
- It was noted that there were two organizations that were not successfully contacted, Kids Help Phone and The Canadian Red Cross. A form was sent in to inquire about attendance, but they have not replied back yet.
- 211 pamphlets were received by Josephine MacDonald in

the mail to be handed out at the Expo. They would like to do a presentation at the Expo.

- There are 3 groups wishing to do virtual presentations at the Expo (CNIB, 211 and Rick Hansen Foundation) and the committee is looking into options for the presentations. Presentations whether video or presentation could be pre-recorded and re-played on laptops at each booth.
- *Linda Cloney advised that Town of Oxford Equipment could be used to conduct Zoom meetings if that was the desired presentation method. A test run would be required in order to determine compatibility. Zoom meeting presentations could also be posted online.*
- *Linda inquired about the requirement for an MC and was suggested to inquire with Deputy Mayor Arnold MacDonald. The MC would welcome attendees, hand out passports and surveys.*
- It was discussed that the Expo would be in the form of a drop-in format for attendees offering individual booths for each participating organization to display pamphlets on their services and opportunities that their organization offered.
- Rick Hansen Foundation would like to meet virtually with the Accessibility Advisory Committee to discuss the virtual presentation at the Expo.
- *Linda Cloney to reach out to Casey Karen, a resident of Oxford and part of Rick Hansen Foundation to invite her to the next Accessibility Advisory Committee meeting.*
- *Linda Cloney recommended door prizes for the Expo.*
- *Linda Cloney suggested creation of a passports that would be given to attendees to have stamped or punched as they*

travel through the expo and the passport be submitted into a draw for the door prizes.

- The Accessibility Advisory Committee is recommended to also have a booth at the Expo and possible options for the booth include promotional materials from the Province of Nova Scotia website.
- Bottles of water to be made available to attendees of the Expo. *Linda Cloney to investigate donation of bottles of water.*
- Details of the event were confirmed – to be posted on the Town of Oxford Facebook page and Town of Oxford Website that the Expo is at the Oxford Legion, June 2nd, at 6pm, drop-in and all participants are to be listed. Red is the colour of Accessibility for the Expo and all participants are encouraged to wear red. An email will be sent out with these details also to all participants.*
- Linda to draft an email to go out to the participants to outline expectations for the Expo which will be made available to the Accessibility Advisory Committee for review prior to finalizing and sending out. The email could also indicate door prizes will be given out if any participant wishes to donate a door prize to the Expo*
- It was discussed to request a welcome message from Tory Rushton and the Minister of Accessibility for the Province of Nova Scotia.
- Linda Cloney to reach out to Julia Stephenson – Accessibility Capacity Building Program Specialist with the Accessibility Directorate of the Department of Justice to possibly provide a presentation as well at the Expo.*

- Surveys were further discussed to be available online and via drop-off to locations such as the Oxford Library.
- Fillable forms were discussed as an option for the survey.
- *Linda Cloney to request assistance with the survey and a fillable form version as well as logos for participants.*
- It was decided attendees would not have to be present to be entered into the door prize draw(s).
- It was discussed to provide various options for attendees to fill out the survey such as having someone present for one-on-one survey completion.

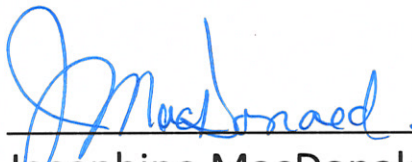
7. Date, time, and place of next meeting

Next meeting date is to be finalized. It was agreed that the next meeting would be in approximately 2 weeks once contact was made with Rick Hansen Foundation.

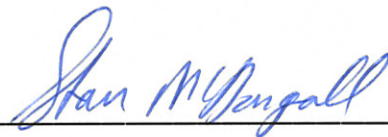
8. Adjournment

At 7:30 pm, Danielle Laurie moved that the meeting be adjourned.

Motion Carried



Josephine MacDonald, Vice Chair



Stan McDougall, Recording
Secretary

