



## Minutes of the Accessibility Advisory Committee

Place: Council Chambers  
Date: Thursday, January 19, 2023  
Presiding Officer: Josephine MacDonald  
Members present: Tracy Briggs, Meagan Marchant, Danielle Laurie, and Kiersten Hiltz  
Regrets: Mandy Blake and Deputy Mayor MacDonald

*A quorum was present throughout the meeting.*

Staff in attendance: Linda Cloney - CAO, and Stan McDougall (recording secretary)

### **1. Call to Order**

*Welcome Everyone – Introductions*

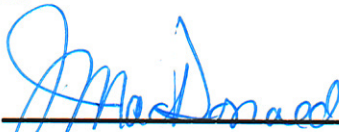
Chair Josephine MacDonald called the meeting to order at 6:02PM. Welcomes were extended to everyone and to our new member Kiersten Hiltz.

**2. Approval of the Agenda**

Moved by Tracy Briggs and seconded by Danielle Laurie that the agenda of the Accessibility Advisory Committee for January 19, 2023, be approved, as presented.

*Motion Carried*

**3. Approval of Minutes – October 20, 2022 (informal meeting) and December 8, 2022.**

Approved by  \_\_\_\_\_  
Josephine MacDonald, Chair, on January 19, 2023

**4. Review Welcome Message – Draft attached, organized by Meagan and Danielle (pg 8-9)**

The committee reviewed the section, and it was moved by Danielle Laurie and seconded by Megan Marchant to approve the section as revised and presented.

*Motion Carried*

**5. Review What We Believe section – Draft attached**

The committee reviewed the section, and it was moved by Danielle Laurie and seconded by Megan Marchant to approve the section as revised and presented.

*Motion Carried*

**6. Review Built Environment – *Draft attached, organized by Jo (pg. 10-13)***

The committee reviewed the section and decided there is more work to be done on the section and deferred until next meeting.

**7. Review Goods and Services – *Draft attached, organized by Jo (pg 14-17)***

The committee reviewed the section and decided there is more work to be done on the section and deferred until next meeting.

**8. Compare and review Community Engagement with Community Consultation – *Draft attached, organized by Jo (pg. 18 – 20)***

The committee reviewed the sections, and it was moved by Megan Marchant and seconded by Danielle Laurie to approve and accept the Community Consultation section as revised and presented and omit the Community Engagement section.

***Motion Carried***

**8.1 Review survey data on Municipal Buildings - *attached. (pg. 21-22) – included in package***

**The committee briefly reviewed the survey data and was noted that it had been incorporated into the Accessibility Plan's Community Consultation section.**

**9. Photography – discussion**

The committee discussed options for getting photography done for the Town of Oxford Accessibility Plan. Linda will reach out to Diana McKay to see if she is interested.

**10. Correspondence**

**10.1 Rick Hanson Foundation Newsletter - included in agenda package (pg. 23 – 27)**

**10.2 Nova Scotia Accessibility Directorate Email – *new contact* - included in agenda package (pg 28)**

**10.3 Casey Perrin – included in package – *informational purposes.***

**11. Resources included in agenda package:**

**11.1 Draft Oxford Accessibility Plan progress, included in package. (*Note from the previous meeting the Glossary of Terms and the Areas of Focus has been approved by the committee as***

***presented in the DRAFT Oxford Accessibility Plan) -  
included in agenda package (pg. 29-39)***

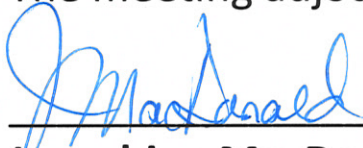
**11.2 Accessibility Plan Toolkit for Municipalities,  
included in agenda package. (pg. 40 – 80)**

**12. Date, time, and place of next meeting**

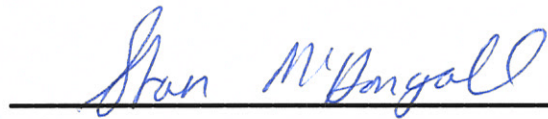
The next meeting is set for February 16, 2023

**13. Adjournment**

The meeting adjourned at 7:30 PM



\_\_\_\_\_  
**Josephine MacDonald, Chair**



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**Stan McDougall, Admin Assistant**

**\_February 16, 2023\_\_\_\_\_**

**Date Approved**

