



Minutes of the Accessibility Advisory Committee

Place: Council Chambers
Date: Wednesday, October 26, 2023
Presiding Officer: Josephine MacDonald
Members present: Tracy Briggs, Mandy Blake, and Danielle Laurie, and Megan Marchant
Regrets: Kirsten Hiltz and Deputy Mayor Arnold MacDonald

A quorum was present throughout the meeting.

Staff in attendance: Linda Cloney – CAO (recording secretary)

1. Call to Order/Welcome

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

2. Approval of the Agenda

Moved by Megan Marchant and seconded by Danielle Laurie that the agenda of the Accessibility Advisory Committee for October 26, 2023, be approved, as presented.

Motion Carried

3. Approval of the Previous Minutes – September 27, 2023

Approved by

Josephine MacDonald, Chair, on October 26, 2023

4. Business

4.1 Election for Chair, one-year term

CAO Cloney presented to the committee that every year at this time, elections for a chair and vice-chair take place. The floor was opened for a nomination for chair.

Chair Jo MacDonald nominated Megan Marchant. Megan declined at this time. Danielle Laurie nominated the current chair, Jo MacDonald. Jo accepted if no one else would take it on but would appreciate someone else taking the chair.

Moved by Megan Marchant and seconded by Danielle Laurie to defer 4.1 and 4.2 agenda items until the next meeting.

4.2 Election for Vice-Chair, one-year term

Deferred until the next meeting.

4.3 Are you Ready? Emergency Preparedness for Persons with Disabilities Webinar, included in the package.

CAO Cloney presented to the committee that there was a webinar hosted on Emergency Preparedness for Persons with Disabilities. Key information takeaways from the webinar were reviewed by the committee.

4.4 Report Card – Introduction

Chair Jo MacDonald reviewed a draft report card assembled by staff for top and other priorities of the progress made on the Oxford Accessibility Plan. The process of filling out the report card by committee members was discussed. Staff would update the status and details in the report card as required for the committee's findings on each priority's progress.

Discussion by the committee on forming sub-committees or having individual committee members take different roles in reviewing each priority and or bringing in volunteers of different disabilities to help in the assessment.

Chair Jo MacDonald reviewed with the committee that the report card is to be submitted to the Council by March 31, 2024, showing the statuses and updates, if available on the different priorities.

The committee discussed the urgency of getting some of the priorities looked at prior to the bad weather closing in.

CAO Cloney discussed that the committee may wish to hold November's meeting as a daytime gathering to start on the priorities which would not be a formal meeting. Tracy and Kirsten would be invited to be part of the investigation for all priorities and an invitation could also be extended to other town residents to aid in the reviewing of the priorities.

4.5 Crosswalk issue – Tracy Briggs/Jo MacDonald

Tracy Briggs discussed the crosswalk by the post office that crosses Main Street. The sign for the crosswalk is on a regular telephone/power pole and isn't as visible as if the sign for the crosswalk were on one of the standard metal poles away from the phone pole. Crossing at this crosswalk is sometimes difficult due to visibility by vehicular traffic.

Consensus by the committee to add the crosswalk to be included in the upcoming inspections.

4.6 Documents for Town Staff to apply, along with the Accessibility Plan

4.6.1 Interim Accessibility Guidelines for Indoor and Outdoor Spaces - 111 pages –
did not print this document, if interested please request from staff – for information purposes

4.6.2 Recommendations to the Government of Nova Scotia on Accessibility Standards in the Built Environment: Phase 1 –
for information purposes

4.6.3 Recommendations on Accessibility Standard in the Built Environment: Phase 2 –
for information purposes

5. Correspondence

5.1 Rick Hanson Newsletter – *included in the package*

5.2 Accessibility Directorate, Accessibility Foundations Train the Trainer Opportunity.

CAO Cloney to email this out to the committee to see if any of the committee members are interested in taking this course.

5.3 Rick Hanson Foundation Accessibility Certification, Buildings Without Barriers Challenge. – *included in the package*

5.4 Accessibility Confident Employers (ACE) Foundations Workshop – *included in the package.*

CAO Cloney discussed this with the committee that the Town of Oxford has signed up for this workshop in Truro.

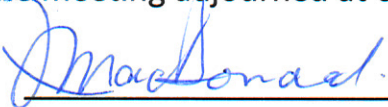
5.5 Rick Hanson Foundation Fall 2023 Newsletter – *included in the package.*

6. Schedule next meeting date

The next meeting will be a workshop meeting. Committee members will email each other to discuss days and times to hold the workshop meeting.

7. Adjournment

The meeting adjourned at 6:37 PM



Josephine MacDonald, Chair



Stan McDougall, Recording Secretary

03-14-2024

Date Approved