



Minutes of the Accessibility Advisory Committee

Place: Council Chambers
Date: Wednesday, May 21, 2025
Presiding Officer: Danielle Laurie
Members present: Megan Marchant, Councilor Olivia Cannin-Sweet, Tracy Briggs, Theresa Ryan, Mandy Blake, and Amanda Purdy
Regrets: Councilor Padraic Moore and Ashlyn Brownell

A quorum was present throughout the meeting.

Staff in attendance: Linda Cloney – CAO and Stan McDougall – (recording secretary – Via Zoom)

1. Call to Order / Welcome

Chair Danielle Laurie called the meeting to order at 6:12 PM and welcomed all who were present and online via Zoom.

2. Approval of the Agenda

Moved and seconded that the agenda of the Accessibility Advisory Committee for May 21, 2025, be approved, as presented.

Motion Carried

3. Approval of the Previous Minutes – February 10, 2025.

Danielle Laurie, Chair, on May 21, 2025

4. Business

4.1 Accessibility Plan – discussion/approval

Linda informed the committee that staff have reviewed and updated the existing Accessibility Plan to improve clarity, correct grammar and spelling, remove duplicate content, and ensure alignment with provincial standards. The draft plan was recently reviewed by Chair Dannielle Laurie and Linda, who made a few additional updates. It is now being presented to the committee for review, with the goal of approving the amended Accessibility Plan through a formal motion. Once approved, it will be submitted to the Council for final approval at the next council meeting.

The committee thoroughly reviewed the plan, making a few wording and spelling adjustments. They agreed that the Draft Accessibility Plan is well-structured and effective. Moving forward, it will be reviewed and updated annually to ensure its continued relevance and improvement.

Moved and seconded to recommend to the Council of the Town of Oxford to approve the draft Town of Oxford Accessibility Plan as presented.

Motion Carried

5. Correspondence / Other Business

There were no items of correspondence to review.

Access Awareness Week 2025 will take place from May 25 to May 31. To mark the occasion, a proclamation will be posted, and a flag will be raised and flown throughout the week. Amanda also shared that Cumberland County will be hosting Access Awareness Week activities in Pugwash, including a flag-raising ceremony, outdoor music, a BBQ, and demonstrations of assistive technology.

6. Next Meeting Date

The date of the next Accessibility Advisory Committee is to be announced.

7. Adjournment


The meeting adjourned at 6:55 PM



Danielle Laurie, Chair



Stan McDougall, Recording Secretary



Date Approved

