

Accessibility Advisory Committee Minutes
Wednesday, April 3, 2024, 9:30-10:30am
Dr. Carson and Marion Murray Community Centre

Present: Stephanie Keilhack - Chair, Amanda Purdy – Vice-Chair, Amanda Kinnear - Secretary, Maggie Pitts, Catherine Aquino Russell, Helen Sims, David MacEwan, Amanda Purdy – Vice-Chair, Andrea Meekins

Regrets: Melanie Prendergast - Secretary, Lisa Betts, Darrell Fagan, Peter McCracken

1. Call to Order

The meeting was called to order at 9:30 am.

2. Approval of Agenda

Moved by David MacEwan, seconded by Catherine Aquino Russell to approve the agenda as circulated.

3. Approval of Minutes

Moved by Helen Sims, seconded by Amanda Purdy to approve the Minutes of March 6, 2024 as circulated.

4. Old Business

a) Plan Report - Overview

- The finished plan is ready for Council’s review. Then it can be shared with the public.
- The Plan Progress was reviewed.
All items – Undone 28%, In Progress 58%, Done 14%
Top Priorities – Undone 7%, In Progress 53%, Done 40%

5. Actions Arising from the Minutes

a) Virtual vs. In-person

It was decided that most meetings will be held fully virtually, with a few meetings being held in person to keep the camaraderie.

b) Different locations for meetings

When the time comes to invite others to participate in the meetings, locations throughout the County will be chosen. As noted above regular meetings will be held virtually for the most part.

6. New Business

a) Joint Accessibility Plan 2025 Revision – First Session

Goods and Services was the topic for today's discussion. Stephanie shared some possible additions with the committee. It was noted that as long as they are attainable, they could/should be added. It was also mentioned to incorporate some of the additions into existing sections if possible.

Maggie will look into the existing requirements regarding civic signs.

Some questions Stephanie had were discussed, such as snow removal quality, emergency services, and inquiry methods such as email and TTY.

Stephanie will reach out to the Communications Officer to discuss including the Municipalities customer service email on Accessible Cumberland.

Stephanie will also look into the use of TTY.

7. Adjournment

The meeting adjourned at 10:26 am.

Accessibility Advisory Committee

Action List Wednesday, April 3, 2024

<u>Action Item</u>	<u>Meeting Date</u>	<u>Responsibility</u>	<u>Status</u>
1. Investigate and implement a better solution for audio issues in virtual meetings.	March 6, 2024	Stephanie	
2. Complete the report on the Plan by March 31 st .	March 6, 2024	Stephanie	In Progress
3. Review the report and send notes if they have any, using the digital editable document Stephanie shared.	March 6, 2024	Committee	
4. Coordinate with admin. support for the April meeting in Melanie's absence.	March 6, 2024	Stephanie	Completed
5. Coordinate invitation to meetings and agenda being sent to Public two weeks prior to meetings.	March 6, 2024	Stephanie	Ongoing
6. Investigate different monthly locations for meetings.	March 6, 2024	Stephanie	
7. Share plan with Council.	April 3, 2024	Stephanie	
8. Look into the existing requirements regarding civic signs.	April 3, 2024	Maggie	
9. Reach out to the Communications officer to discuss inclusion of the customer service email on Accessible Cumberland.	April 3, 2024	Stephanie	
10. Look into the use of TTY.	April 3, 2024	Stephanie	