

## **Accessibility Advisory Committee Minutes**

### **Wednesday, July 3, 2024, 9:30-10:30am**

### **Teams Meeting**

**Present:** Stephanie Keilhack (Chair), Amanda Purdy (Vice-Chair), Andrea Meekins, Maggie Pitts, Melanie Prendergast (Recording Secretary)

**Regrets:** Lisa Betts, Darrell Fagan, Peter McCracken, Catherine Aquino Russell, Helen Sims, David MacEwan, Mackenzie Aitkin

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

The meeting was called to order at 9:31 am.

#### **2. Approval of Agenda**

Moved by Maggie Pitts, seconded by Andrea Meekins, to approve the agenda as circulated with the addition of 6.c. Information Sessions for Plan.

#### **3. Approval of Minutes**

Moved by Maggie Pitts, seconded to be determined by email once the others who were present get a chance to read the May 1<sup>st</sup>, 2024 minutes.

#### **4. Review of Action Items**

Action Items were reviewed and will be updated accordingly.

#### **5. New Business**

##### **a) Discussion: NS Human Rights Case and Remedy – Preparing for residents to move into community.**

Stephanie visited the Sunset Community in Pugwash. The need for individuals to move into community was clear. The residents are moving out. Public Institutions are closing in all of Nova Scotia. The goal is for residents to be integrated in the community by 2026, with one year afterwards being a buffer for anything more complicated. Stephanie stressed the importance of keeping these people in mind while revising our plan.

Transportation is key and it is going to be a major issue. Because of this, Stephanie would like to discuss Transportation at the next meeting and save Employment for last.

## **b) Information and Communications**

Stephanie asked members what can be done to improve information and Communications and it was stated that individual needs are so different that it is difficult to determine. Stephanie mentioned that Municipal Government life is a small part of it, how can we encourage other businesses to follow suit? It was suggested to meet with the Department of Community Services to inquire what their biggest barriers are. Connecting with other municipalities to see what they do was also suggested.

- Stephanie would like to look into who at the Municipality has received the training on digital accessibility. Maggie has materials that she can share regarding this training.
- “Information and Communications” section notes/edits/removals were discussed.
- Records of very frequent Municipal public communication can be added to the “Goods and Services” section.

## **6. New Business**

### **a) Upcoming Meetings**

- i. There will be no August meeting due to lack of availability. Next meeting will be Wednesday, September 4<sup>th</sup>.
- ii. October meeting change: It will be Tuesday, October 8<sup>th</sup>, 2:00-3:00pm
- iii. A poll will be put out to gauge interest in having an upcoming meeting in-person to visit the Sunset Community.

### **b) Access Awareness Week 2025**

Hosting a committee led event next year was discussed. Some suggestions were a silent disco and reaching out to people/organizations with lived experience for ideas. Stephanie will send out emails to organizations to inquire what might work.

### **c) Information Sessions for Plan**

Stephanie would like to have in-person engagement sessions in Pugwash, Parrsboro, Springhill, River Hebert, Advocate Harbour, as well as one virtually. There would be plenty of notice given and she would like the closest committee members to those areas to participate in those sessions.

The following suggestions were made for the sessions: Childcare, accessible venue, a suggestion box and light refreshments.

## **7. Adjournment**

The meeting adjourned at 10:10am.

## Accessibility Advisory Committee

### Action List Wednesday, July 3, 2024

<u>Action Item</u>	<u>Meeting Date</u>	<u>Responsibility</u>	<u>Status</u>
1. Coordinate invitation to meetings and agenda being sent to Public two weeks prior to meetings.	March 6, 2024	Stephanie	Ongoing
2. Discuss Transportation at next meeting and save Employment for last.	July 3, 2024	Stephanie	In Progress
3. Connect with different Municipalities re. what they do for accessible Information and Communications.	July 3, 2024	Stephanie	In Progress
4. Connect with Department of Community Services to inquire about their biggest communication barriers.	July 3, 2024	Stephanie	In Progress
5. Add records of frequent Municipal Public Communications to the “Goods and Services” Section.	July 3, 2024	Stephanie	In Progress
6. Create poll to determine interest in having a future meeting at Sunset Community in Pugwash.	July 3, 2024	Stephanie	In Progress
7. Email organizations to inquire what would work well for the Access Awareness week 2025.	July 3, 2024	Stephanie	In Progress