MUNICIPALITY OF CUMBERLAND
Accessibility Advisory Committee Meeting Notes
Zoom Meeting, Tuesday, November 2, 2021, 10:30-11:30am

Present: Maggie Pitts, Melanie Prendergast, Lisa Betts, Justin Waugh-Cress, Brandi Tuzo

Regrets: Catherine Aquino Russell, David Buell, Helen Sims, Tara Hiltz
David MacEwan

1. **Approval of Agenda:**
   Approved as circulated.

2. **Approval of Meeting Notes from October 26, 2021:**
   The approval of the meeting notes will be brought back to the next meeting as the attendance for this meeting did not meet quorum requirements (Brandi was able to join halfway through).

3. **Exercise Part II:**
   The Committee continued the previous meeting's exercise by answering the following questions regarding these barriers: Issues specific to Pugwash, rural roads shoulders that are narrow and that drop off, Crosswalks lacking tactile, Crosswalks missing or needs improvement, Lighting & visibility around sidewalks, walkways, footpaths, boardwalks, parking lots and building entrances.

   1) What are our desired accessibility outcomes?
   2) How will the Plan set out to identify, remove and prevent barriers to accessibility (policies/actions)?
   3) What processes can we introduce to assess the effect of our policies, programs, practices, and services on accessibility?

   Maggie has sent the link to the document with the Committee's answers from the meeting. She has requested that the Committee work on the document to provide further input regarding the other barriers which are also on the link or get in touch with Maggie to provide input in other ways.

4. **Applying exercise to the Accessibility Plan**
   The results of the exercise will make their way into the Plan keeping in mind feasibility and budget.

5. **Next Steps**
   Maggie plans to have a couple more meetings and to send more emails in the month of November as the deadline of the draft Plan approaches, as well as to coincide with the timing of the Parrsboro playground. She will also meet with Helen Sims from Cumberland County Transportation Services this week to discuss accessible transport in the County.

Date of Next Meeting:
November 9th from 10:30-11:30. A zoom link will be sent.

Adjournment: The meeting adjourned at 11:36am.

Action	Committee Member	Completed/ Ongoing
1. Share signs with committee once drafts are complete.	Maggie	
2. Have signs made.	Maggie/Amanda	In progress
3. Write letter to SOAR with consultation from Steve Ferguson, Director of Community Development and Mayor Murray Scott.	Maggie, Steve	In progress
4. Continue Audits of Municipal Services and Facilities.	Committee	Ongoing
5. Forward audits that are done to Maggie.	Committee	In progress
6. Committee to review audit forms before next meeting and provide feedback, suggestions for improvement, additions, etc.	Committee	Ongoing
7. Email Maggie if there are any suggestions on digital audits and how to start them.	Committee	Ongoing
8. Call Sunset and Bridge Workshop to try to recruit members.	Maggie	Ongoing
9. Ask survey respondents if anyone is interested in becoming members of Committee.	Maggie	Ongoing
10. Email feedback re. Parrsboro Playground to Maggie.	Committee	
11. Work on Exercise document re. accessibility barriers that Maggie will distribute to Committee.	Committee	In progress
12. Schedule meeting with Helen Sims to discuss transportation barrier.	Maggie	Complete