

MUNICIPALITY OF CUMBERLAND
Accessibility Advisory Committee Meeting Notes
Thursday, February 10, 2021

Present: Maggie Pitts, Vicki Weaver, Melanie Prendergast, Lisa Betts
Brenda Moore, David Buell, Catherine Aquino Russell,
Alicia McInnes, Leisa Babineau, Brian Mooring

Regrets: Helen Sims

1. Approval of Agenda:

Approved as circulated.

2. Approval of Meeting Notes from November 19, 2020:

Approved as circulated.

3. Accessibility Plan Provincial Deadline Update:

Due to the pandemic, the Province has extended the deadline to April 1, 2022.

4. Continued Audits of Municipal Services and Facilities

Audits should continue to take place where possible. If you do not have an audit currently underway, you are encouraged to volunteer to choose to do one from the remaining ones listed.

5. Council Update/SOAR Letter Response

Maggie wrote two memos to Council for their February 17th meeting, one provided a summary of the purpose of this Committee and the other was to inform them of the letter we received from SOAR regarding the request for a sidewalk to the hospital. The sidewalk memo will be shared with Steve Ferguson prior to the meeting.

A response letter will be written by Maggie to SOAR. Steve Ferguson, Director of Community Development, who was involved in communications with the Town of Amherst regarding this subject in years past, will be consulted prior to the letter being sent.

6. Terms of Reference

An email voting option to all Committee members to approve the Terms of Reference was sent by Maggie. She received enough votes to meet the requirement of approval. Lisa Betts requested that the language reflect the involvement of the Village of Pugwash on the committee. Once the most suitable wording is determined, an amendment can be made to the Terms of Reference later.

7. River Hebert Curling Club

Vicki informed the committee of the future River Hebert Community Centre. The River Hebert and Joggins Area Development Association who is responsible for the project is seeking accessibility recommendations. Once there is a permit, there will be an official inspection making sure they are up to code. In the meantime, the general guidelines set out by the province can be shared with the association. Things such as signage, lighting and wayfinding should all be considered. So far, an accessible grant of \$10,000 from the province was received which will be used to make the hallway as well as the bathrooms accessible.

8. Next Steps

- Continue to do audits. Once complete, please forward to Maggie.
- Share who we are and what we do in Village of Pugwash newsletter.
- Creation of Facebook page.
- Add committee information to the Facebook page to capture larger audience.
- Please see Action List on Page 3 for more items.

9. Next Meeting: Maggie will send out a Doodle with different dates in March to choose from.

Adjournment: The meeting adjourned at 4:06 pm.

<u>Action</u>	<u>Committee Member</u>	<u>Completed/Ongoing</u>
1. Discuss with frontline staff the use of their clear masks if a hearing-impaired person requests it. Staff can otherwise wear regular masks. Signage would be used to inform customers of this option with possible use of blue accessibility sticker on signage as well.	Maggie	
2. Discuss with the frontline staff what the signage should say to best convey this.	Maggie	
3. Make signs accordingly.	Maggie	
4. Discuss possibility/interest in Zoom presentation to frontline staff on how to read cues from people with hearing impairments. This presentation would be done by Catherine Aquino Russell.	Maggie, Catherine	
5. Write letter to SOAR with consultation from Steve Ferguson, Director of Community Development.	Maggie, Steve	
6. Continue Audits of Municipal Services and Facilities	Committee	Ongoing
7. Vicki, Brenda and David to forward audits they have done to Maggie.	Vicki, Brenda, David	
8. Ask Management about how to incorporate Village of Pugwash in Terms of Reference.	Brenda	
9. Email Provincial general accessible guidelines to River Hebert and Joggins Area Development Association.	Vicki	
10. Lisa to add Committee info to Pugwash newsletter	Lisa	
11. Email Wolfville Accessible Plan and different audit forms to Committee.	Maggie	
12. Committee to review forms before next meeting and provide feedback, suggestions for improvement, additions, etc.	Committee	