

Agenda Item: 3

JOINT ACCESSIBILITY ADVISORY COMMITTEE

Wednesday, October 13 at 6:00 pm

**Location: Council Chambers
181 Coldbrook Village Park Drive**

AGENDA

1. Call to Order & Roll Call
2. Disclosure of Conflict of Interest Issues
3. Amendments/Approval of Agenda
4. Amendments/Approval of Minutes from the September 8, 2021 Meeting
5. Business Arising from the Minutes
6. New Business
 - a. Presentation by Intelligent Futures: Communication and Engagement Plan
7. Correspondence
8. Other Business
9. Date of Next Meeting: Special Meeting: October 27, 2021
Regular Meeting: November 10, 2021
10. Public Comments
11. Adjournment

JOINT ACCESSIBILITY ADVISORY COMMITTEE
September 8, 2021

DRAFT MINUTES

Meeting Date and Time

A meeting of the Joint Accessibility Advisory Committee was held on Wednesday, September 8, 2021 at 7:00 pm at the Municipal Complex, 181 Coldbrook Village Park Drive.

1. Call to Order and Roll Call

The meeting was called to order at 7:05 pm by the Chair, Mary Fox, who conducted roll call.

Committee Members:

Name	Position	Present
Dino Wamboldt	Citizen Member: East	Present
Crystal McCormack	Citizen Member: Central	Present
Mary Fox (Chair)	Citizen Member	Present
Alex Leblanc	Citizen Member	Regrets
Doug Ralph	Citizen Member	Present
Charlene Park	Citizen Member	Regrets
Kathleen Purdy	Citizen Member	Present
Lexie Misner (Vice-Chair)	Councillor, Municipality of County of Kings	Present
John DeCoste	Commissioner, Village of Aylesford	Present
Andy Vermeulen	Commissioner, Village of Canning	Present
Bruce Rood	Commissioner, Village of Cornwallis Square	Absent
Robert Sealby	Commissioner, Village of Greenwood	Present
Mike Bishop	Commissioner, Village of Kingston	Present
Cheryl Manzer	Commissioner, Village of New Minas	Regrets
Scott Leier	Commissioner, Village of Port Williams	Present

Staff Present:

Name	Position
Trish Javorek	Director of Planning & Inspections, Municipality of the County of Kings
Terry Brown	Manager of Inspection & Enforcement Division, Municipality of the County of Kings
Shawn Fevens	Recreation Coordinator, Municipality of the County of Kings
Gordon Roussel	Accessibility Coordinator, Municipality of the County of Kings
Susan Gray	Recording Secretary, Municipality of the County of Kings

Guests:

John Lewis, Intelligent Futures, President and Founder Alastair Wycliffe-Jones, Intelligent Futures, Planner Amal Asiff, Intelligent Futures, Intern Helen Loghrin, Intelligent Futures, Planner Darby Young, Level Playing Field, President and Founder Chad Peters, Level Playing Field, Accessibility Strategist
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2. Disclosure of Conflict of Interest Issues

No Conflict of Interest issues were declared.

3. Amendments/Approval of Agenda

On motion of Councillor Misner and Commissioner DeCoste, that the Joint Accessibility Advisory Committee approve the September 8, 2021 meeting agenda as circulated/amended.

Motion carried.

4. Amendments/Approval of Minutes from the July 28, 2021 Meeting

On motion of Councillor Misner and Commissioner Sealby, that the minutes of the meeting of the Joint Accessibility Advisory Committee held on July 28, 2021 be approved as circulated/amended.

Motion carried.

5. Business Arising from the Minutes

None

6. New Business

a. Gordon Roussel gave a brief update on the citizen vacancy. Unfortunately, one of the Committee members, Patricia Norris, passed away in July. To fill the vacancy, the Nomination Committee reviewed the applications received at the time the Committee was inaugurated. The Nomination Committee made a recommendation to Council and the Village Commissions to approve Amanda Baker as the new member. Council approved that nomination on September 6, 2021. We are waiting for approvals from the Village Commissions and expect those to be provided during September. The intent is to have Amanda join the Committee at its regular meeting in October. A brief background of Ms. Baker's qualifications were presented to the Committee.

b. Intelligent Futures provided a Project Start-Up Workshop, and started by introducing themselves to the Committee members and having the Committee members introduce themselves to their team. Intelligent Futures reviewed the Core Values, Project Approach and Next Steps.

Discussion took place on the methodology for collecting data. Data sources would include things such as online questionnaires, data walks (group discussions: in-person and virtual) and Experience Mapping with one-on-one discussions.

An exercise was completed using Menti.com, a data collection website app. Questions and results will be shared with the Committee and other information can be added at that time.

7. Correspondence

None

8. Other Business

Crystal McCormack informed the Committee of some conversations she had with Clayton Dauphinee regarding the inaccessibility of the County's buildings. Terry Brown responded that Mr. Dauphinee's comments were welcomed.

9. Date of Next Meeting

The date of the next meeting will be Wednesday, October 13, 2021 at 7:00 pm.
(Following the meeting, the time of the next meeting was changed to 6:00 pm.)

10. Public Comments

None

11. Adjournment

On motion of Councillor Misner and Commissioner Sealby, there being no further business, the meeting adjourned at 8:50 pm.

Motion carried.

Date of Approval of these Minutes by the Committee:

Signature of Meeting Chair signifying Approval by the Committee:

[Prefix and Surname of Meeting Chair]