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**ATTENDING**

- Chair – Agnieszka Hayes,
- Vice-Chair – Birgit Elssner,
- Mayor Jeff Cantwell
- Councillor Mercedes Brian,
- David Daniels,
- Andrew Roach,
- Rebecca Smith, and
- Recording Secretary, Vanessa Pearson

**ALSO ATTENDING**

- Director of Finance and Accessibility Coordinator Mike MacLean,

**ABSENT WITH REGRETS**

- Emily Duffett
- James Sanford

**CALL TO ORDER**

Chair, Agnieszka called the meeting to order at 4:30 pm.

**1. Approval of Agenda**

**MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED.**

**CARRIED**

**2. Approval of the Minutes**

**MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES FOR THE SEPTEMBER 9, 2019 ACCESSIBILITY ADVISORY COMMITTEE BE APPROVED**

**CARRIED**

**3. Public Input / Question Period**

There were no questions.

**4. Acadia Update – James Sanford**

No updated provided. James was not in attendance.

**5. Staff Reports for Discussion:**

**a. Information Report – Update on Accessibility Action Item Timeline (Draft GANTT Chart)**

- Director MacLean presented an overview on the Draft GANTT chart.
- The Committee was advised there will not be a specific budget line item regarding Accessibility but rather both Accessibility and Environment will be considered and imbedded in every project.

**b. Information Report – Monitoring, Feedback, Complaints Update**

- Director MacLean outlined what will be brought forward to meetings in terms of feedback and complaints.
- There have been 4 submissions put forward regarding accessible parking.
- There will be a review of how responses are being provided to correspondence received.

**c. Information Report – Acadia Students’ Union Clubs Fair**

- An update was provided by the members who attended the Acadia Students’ Union Clubs Fair as a very successful event.

**6. Round Table Discussion**

- Director MacLean advised the Committee a determination needs to be made regarding how they are going to prepare the year end report card.
- Questions surrounding the format, does everyone work on all sections of the report card or should it be divided into sections and assigned to specific groups. The Chair indicated she would look at templates from Ontario and other provinces in order to not recreate.

**7. Next Meeting**

December 9, 2020

**8. Adjournment**

**Members called an adjournment at 5:21 pm.**

**Approved at the December 9, 2019 Accessibility Advisory Committee Meeting. As recorded by Amanda Brown, Assistant, Office of the CAO.**