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**ATTENDING**

- Chair – Agnieszka Hayes,
- Vice-Chair – Birgit Elssner,
- Councillor Mercedes Brian,
- David Daniels,
- Andrew Roach,
- Mayor Jeff Cantwell
- James Sanford
- Emily Duffett and
- Recording Secretary, Amanda Brown

**ALSO ATTENDING**

- Director of Finance and Accessibility Coordinator Mike MacLean,
- Director of Parks and Recreation Kelton Thomason

**ABSENT WITH REGRETS**

- Rebecca Smith

**CALL TO ORDER**

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

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|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>1. Approval of Agenda</b>             | <b>MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED.</b>                                                         | <b>CARRIED</b> |
| <b>2. Approval of the Minutes</b>        | <b>MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES FOR THE MARCH 9, 2020 ACCESSIBILITY ADVISORY COMMITTEE BE APPROVED.</b>               | <b>CARRIED</b> |
| <b>3. Public Input / Question Period</b> | No public input.                                                                                                                                      |                |
| <b>4. Acadia Update – James Sanford</b>  | <ul style="list-style-type: none"><li>• Audits have been conducted by Students of the buildings and they will continue to work with Acadia.</li></ul> |                |

- There has been an approval of the Accessibility Plan for the Universities and James will share the document with the Committee for their review.

**5. Staff Reports for Discussion:**

**a. Report Card Update: Next Steps**

- A suggestion was put forward for a separate meeting to review the full Report Card. It was further indicated the date of submission needs to be determined. Will it remain as March 31<sup>st</sup> or should it be brought to September given COVID?
- Updates are still required to the formatting of the document.
- Discussion surrounding the definition of In-progress and what defines being in progress. It was suggested if staff is actively working on a project and it has been assigned to a department it can be considered in progress.
- The Committee determined the date for submission should continue to be the original date of March 31<sup>st</sup> and continue every year at the same time.
- The date for the meeting to review the Report Card is to be sent out via doodle poll. The date should be within the next couple of weeks.

**b. Possible Meeting – Wolfville Business Development Corporation**

- An awareness campaign provided to the business community of the Town of Wolfville to provide education on what the Accessibility Committee is and how the Committee works and what they contribute to the Town would be beneficial.

**c. COVID Update – Impact on Town and Operations**

- An update surrounding the position of Coordinator for Special Projects for the Town of Wolfville was not hired due to the COVID pandemic. The resources expected to assist the Committee will not be provided due to finances.

**6. Round Table Discussion**

**a. Feedback on Healthy Mainstreet Pilot Project**

- There were additional curb cuts and Accessible parking spaces added resulting from the Healthy Mainstreet project and will remain regardless of the pilot project not proceeding.
- The signage the restaurants were using to direct individuals on how to navigate the sidewalks through the restaurant area was not favourable.

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- More notice and communication should have been provided to residents surrounding the project taking place and public input collected.

**7. Next Meeting**

- TBD for the marking of the Report Card Review
- Next Regular Meeting - December 14, 2020

**8. Adjournment**

**Members called an adjournment at 5:36 pm.**

**Approved at the December 14, 2020 Accessibility Advisory Committee Meeting. As recorded by Amanda Brown, Assistant, Office of the CAO.**