
ATTENDING

- Chair, Councillor Jennifer Ingham
- Vice Chair Meghan Swanburg
- Mayor Wendy Donovan (virtual)
- Birgit Elssner
- Alex le Blanc
- Elizabeth Ann Mills (virtual)

ALSO ATTENDING:

- Kelton Thomason, Director Parks & Recreation
- Barb Shaw, Communications & Special Projects Specialist
- Laura Morrison, Recording Secretary

REGRETS:

- Emily Duffett

CALL TO ORDER

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

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 OF THE JANUARY 9, 2023, ACCESSIBILITY ADVISORY COMMITTEE BE APPROVED AS AMENDED.

CARRIED

3. Presentation

- Dan Stovel, Regional Emergency Management Coordinator presented on Vulnerable Person Registry.
- Community outreach being done through various community groups.
- Printed material and online information available.
- Community Groups encouraged to spread the word.
- Assistance is available to complete the form.
- <https://www.kingsremo.ca/vpr>

4. Public Input/Question Period

- No public input

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- 5. Chairperson's Comments**
- Congratulations to Memory Café for achieving 2023 Grassroots Award from the Alzheimer Society of Canada.
 - Coordinator of Memory Café Nova Scotia, Dr. Beverly Cassidy is available to present to the committee.

6. Report Card

- Special Projects and Communications Specialist Barb Shaw provided an update on Accessibility Report Card.
- Report currently with the Plain Language Editor. Initial assessment shows the report is at a Grade 10 level or higher. Editor will look to bring down to Grade 7/8 level.
- Accessibility improvements are addressed as things are repaired/or being built from scratch.
- An external consultant will be looking for input from this committee at the May meeting for the Parks & Open Spaces Plan.
- In response to a question, it was advised that there is no longer a registration required to access and participate in Wolfville Blooms the Town's online discussion platform.
- Some areas still to be or are being worked on:
 - Staff training. HR Resources are limited. Equity, Diversity & Inclusion is an area currently being looked at.
 - Accessibility Grant – not available for small businesses at this time.
 - WBDC – discussion on what the presentation to them should look like. Suggestions include what the barriers are to increasing accessibility for small businesses and to raise awareness around what Accessibility means.
 - Education pieces for businesses.
 - Development fees are paid upfront – for those to be waived would be a decision of Council.
 - ASL (American Sign Language) Interpreters.
 - Workforce Reporting
 - Advocacy through NSFM (Nova Scotia Federation of Municipalities).
- Concerns raised around size of some curb cuts.

Action Items

- *Committee Orientation for members.*
- *Director Thomason will reach out to Accessibility Directorate to see what presentations they have that can be shared with WBDC.*
- *A proposal on a Public Awareness Program will be brought back to committee for input.*

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- *Committee are asked to come up with some ideas for the Parks Consultant before the meeting in May.*

**7. Update from Acadia
(Meghan Swanburg)**

- This will be moved to every second meeting.

8. Roundtable

- Discussion on setting up file share options for members.
- Equity, Diversity & Inclusion - student from Acadia working with Town. Better understanding needed of how EDI works with Accessibility.

9. Next Meeting

- March 13, 2023

10. Adjournment

Meeting adjourned at 5:44pm.

**Approved at the March 13, 2023, Accessibility Advisory Committee Meeting.
As recorded by Laura Morrison, Executive Assistant & Town Clerk, Office of the CAO.**