



ACCESSIBILITY ADVISORY COMMITTEE MEETING

March 14, 2023 – 4:00 pm

Councillor's Lounge, Municipal Building in Hebron

1. CALL TO ORDER / RECORD OF ATTENDANCE

The meeting was called to order at 4:03 pm by Chairperson Sheri Hurlburt. The following were in attendance: Dwayne Roberts, Monette Comeau, Loren Cushing, Rick Card, Darlene LeBlanc, and Barb DeViller Recording Secretary.

Regrets: Victoria Brooks, Linda Vickery.

2. FIRST NATION LAND ACKNOWLEDGMENT

Chairperson Sheri Hurlburt stated, "I would like to begin by acknowledging that we are on the traditional lands of the Acadia First Nation, part of Mi'kma'ki (meeg-ma-gee), the ancestral territory of the Mi'kmaq people."

The committee introduced themselves to Rick Card who is the new Citizen Representative on the Accessibility Advisory Committee.

3. APPROVAL OF THE AGENDA

It was moved by Rick Card and seconded by Monette Comeau to approve the agenda as circulated.

Motion carried unanimously.

4. APPROVAL OF THE MINUTES OF FEBRUARY 7, 2023

It was moved by Monette Comeau and seconded by Rick Card to approve the minutes of February 7, 2023.

Motion carried unanimously.

5. BUSINESS ARISING FROM THE MINUTES

Sheri was not able to contact the CNIB but will do so as soon as possible.

Darlene advised that the federal funding application made was approved for \$100,000.00. The Municipality of Yarmouth will need to contribute anything over and above this amount. The funding is specifically for washrooms in the Administration Building and the Hebron Rotary Centre, and doors to meeting rooms in the Administration Building.

Loren advised he spoke with his daughter who is a deaf or hard of hearing interpreter. She is on the Nova Scotia Society for the Hearing Impaired. She advises she will develop a list of items that the society requires and will pass this list on to the committee. One item in particular that was discussed was having a communication device such as an iPad located at the front desk of each department.

6. OLD BUSINESS

6.1 Action Plan Review

A handout was provided to the committee outlining items from the Accessibility Plan the committee had developed. These include some of the short-term items and timelines around them. Municipal staff will keep the committee up to date on what is taking place.

6.2 Accessibility Audit Comments

The committee developed a list of items not included in the built environment audit reports. The following items were discussed for the Administration Building:

- Addition of adult change tables in washrooms
- Accessible parking spaces (without any slopes or curbs)
- Signage for washrooms and others doors in braille
- Sensory challenges (change to lighting – dimmers)
- Removal of carpet from the entrance of the building – replace with black rubber mats with no edging (OHS is looking at alternatives)
- All three service counters should be made more accessible for wheelchairs
- Microphones for service counters have been ordered
- Dwayne confirmed at the meeting that there is already strobe lighting

The following items were discussed for the Rotary Centre:

- Addition of adult change tables in washrooms
- Signage for washrooms/doors in braille
- Addition of outdoor lighting at entrances/exits
- Fire alarm strobe lights installed

Discussion was held with respect to the Accessibility Advisory Committee's recommendations to Council.

It was moved by Loren Cushing and seconded by Rick Card that the Accessibility Advisory Committee recommend to Council, in developing a scope of work for accessibility improvements, the Committee's recommendations, in addition to the requirements listed by Jensen Hughes Consulting Canada in the Built Environment Accessibility Audits for the Administration Building and the Rotary Centre.

Motion carried unanimously.



7. NEW BUSINESS

There was no new business discussed.

8. DATE OF NEXT MEETING

The next meeting date is scheduled for Tuesday, June 13th, 2023 at 4:00 pm in the Councillor's Lounge of the municipal building in Hebron.

9. ADJOURNMENT

It was moved by Monette Comeau to adjourn at 5:25 pm.

Sheri Hurlburt, Chairperson

Barb DeViller, Recording Secretary