

**Cape Breton Regional Municipality**

**Accessibility Advisory Committee Meeting**

**AGENDA**

Thursday, January 20<sup>th</sup>, 2022

4:30 p.m.

Via Zoom Videoconferencing

**Advisory Committee Members:**

Councillor Cyril MacDonald, Chair  
Councillor Steve Gillespie  
Citizen Douglas Foster, Vice-Chair  
Citizen Louise Gillis  
Citizen Sarah MacPherson  
Citizen Veronica Merryfield  
Citizen Linda Murray  
Citizen Marcie Shwery-Stanley  
Citizen Elaine Swartz

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# Cape Breton Regional Municipality

## Accessibility Advisory Committee Meeting Agenda

Thursday, January 20<sup>th</sup>, 2022  
4:30 p.m.

*Via Zoom Videoconferencing*

### AGENDA ITEMS

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#### Roll Call

1. Approval of Minutes (previously distributed)
  - **October 19<sup>th</sup>, 2021** (Note: Proposed Amendment put forth by Douglas Foster – See Page 5)
2. Approval of Agenda (motion required)
3. Business Arising: October 19, 2021:
  - 3.1 Update on RFP/Awarding of Contract - CBRM Accessibility Plan: Kirk Durning, CBRM Accessibility Coordinator
4. CBRM – reachAbility Municipal Accessibility Plan: Jessica Ward, Project & Program Manager
  - 4.1 PowerPoint (See Page 6)
  - 4.2 Plain Text Version (See Page 24)

Continued...

## **Accessibility Advisory Committee Meeting January 20<sup>th</sup>, 2022 Agenda (Cont'd)**

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**5. Roundtable**

- 6. Citizen Vacancies – Update: Deborah Campbell Ryan, Municipal Clerk (See Page 31)**

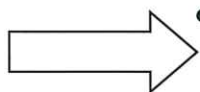
**ADJOURNMENT**

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**Request for Proposals – CBRM Accessibility Plan (Cont'd):**

Following the staff report, discussion took place regarding:

- Accessibility is a relatively new consulting field
- Individuals with “first voice” should provide opinion in concert with a consultant on any assessments.
- Hiring a consultant to facilitate development of the Plan is a best practice across the province.
- The consultant will be working with the Accessibility Advisory Committee (AAC) and the supplemental staff committee, as well as citizens in CBRM.
- Staffing, municipality size and comparisons to Halifax Regional Municipality, Wolfville and Kentville
- The Rick Hansen **Plan Standards** is are a “gold standard”, however it was pointed out that the Rick Hansen **Plan Standards** lacks consideration of individuals living with sight challenges, as well as mobility, chronic pain, respiratory, and mental health disabilities.



In response to questions, the Accessibility Coordinator advised that he will share the RFP document with the Committee once it is publicly available. There is a budget of \$50,000 for the RFP award for the Accessibility Plan and this was based on other RFP awards and the size of the Municipality was considered.

Inquiries were made regarding Committee Member involvement in the evaluation and awarding of the RFP. The Accessibility Coordinator advised that he will check with Finance regarding the process.

At this point in the meeting, the Committee **agreed** to allow Citizen Foster an additional 2 minutes to speak on the issue.

Citizen Foster advised that speaking time limits are too restrictive. He further suggested that a “first voice” individual participate in the scoring and awarding of the RFP.

**Continued...**



# CBRM - reachAbility Municipal Accessibility Plan





21 years of expertise!

Involved in consultation on Bill 59

Previous Projects:

- Kentville
- Truro-Colchester
- NSCAD
- Skills Canada
- Public Service Procurement Canada
- Zatzmans Sportsplex



## Our team!

Our team of first-person, experienced, educated and passionate advocates are here to make this process as easy as possible!

**Jessica Ward** is our Project Manager and will be your primary contact throughout this project.



# Our Lens

We use the provincial and federal legislation, Rick Hansen Accessibility standards, and Universal Design as our lens to evaluate accessibility and inclusion, and to inform our recommendations.

## **ACCESSIBLE CANADA ACT (ACA)**

- applies to organizations under federal responsibility
- seven priority standards
- a barrier-free Canada by 2040

## **NOVA SCOTIA ACCESSIBILITY ACT (BILL 59)**

- applies to organizations under provincial responsibility
- six prioritized standards
- a barrier-free Nova Scotia by 2030

# Standards & Benchmarks



Goods and Services

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Built Environment

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Awareness

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Information and Communication

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Transportation

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Employment

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Education



# Cape Breton Regional Municipality MOVING ACCESSIBILITY FORWARD

# Environment Scans



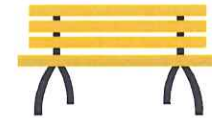
## Capital Assets Buildings

We look at wayfinding, entrances, bathrooms, workspaces, stairs, and ramps and the overall welcoming feel of the space.



## Parks, Playgrounds, and Trails

We look at wayfinding, rest areas, maintenance of trails and walkways, and accessibility of the structures.



## Sidewalks, Public Spaces, Libraries, etc.

We look at how these essential amenities are accessed and review all areas of accessibility.



# Our Engagement Strategy

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## Community Consultation

In-person and online!

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## Surveying

We survey the folks who live, work, go to school, and visit your area.

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## Mapping

Using a mapping tool, we ask the people who live, work, go to school, and visit your area to identify and prioritize accessibility successes or issues.



# The Plan



January



Early February



End of February



Present plan to AAC;  
Review plans, policies,  
programs, and services;  
Compile a list of capital  
assets, and Create  
engagement strategy

Create an online presence  
for the project (website,  
social media, posters);  
Build, plan and deploy  
community survey; and  
Host virtual community  
engagement sessions

Conduct built  
environment scans; Host  
in-person engagement  
sessions and mapping  
exercises; and Conduct  
stakeholder meetings

# The Plan Cont.



Early March



End of March



April



Compile feedback from community engagement and mapping exercises; Prioritize capital assets requiring renovations or replacement; and Create draft accessibility plan

Present draft plan to the AAC and CBRM; Host community engagement session to review draft plan; and Circulate draft plan virtually to obtain stakeholder and community feedback

Amend plan based community and stakeholder feedback and provide the final draft of the Accessibility Action Plan to the CBRM and AAC



# Statement of Intent

You may wish to consider the following when developing your Statement of Commitment:

- ensuring equal access and participation for all people, regardless of their abilities
- treating all people in a way that allows them to maintain their dignity and independence
- meeting the needs of people who face accessibility barriers
- identifying, removing, and preventing these barriers by meeting the requirements of Nova Scotia's Accessibility Act

# Definitions

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## Inclusion:

The process of improving the terms of participation in society, particularly for individuals or groups of individuals who are disadvantaged or under-represented, through enhancing opportunities, access to resources, voice and respect for rights. This creates a sense of belonging, promotes trust, fights exclusion and marginalization and offers the opportunity of upward mobility and results in increased social cohesion.

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# Definitions



## Accessibility:

The prevention and removal of barriers (physical, attitudinal, technological, or system) to allow equitable participation for persons with disabilities or others who experience barriers to accessibility.

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## Barrier-Free:

A barrier-free environment is one which enables people with disabilities to move about safely and freely and use all facilities within the built environment, roads, parks, gardens and other places.

# Example: Town of Kentville

## Our Statement of Commitment:

Our vision is for Kentville to be a healthy vibrant integrated and welcoming community where all citizens and visitors can live work and play in an environment that promotes a fulfilling quality of life. We acknowledge that currently there are barriers to achieving this vision.

Through respectful engagement that honors the journeys of people with differing abilities and experiences, and through measurable outcomes that focus on equity, we will hold ourselves accountable to the Nova Scotia Accessibility Act.

Kentville's accessibility plan will guide the town in meeting the needs of all people who face barriers when accessing all that Kentville has to offer.

Kentville is a town committed to fairness, kindness, dignity and independence.

## Example: Lunenburg Country

We commit to fostering a culture of accessibility, encouraging the prevention and removal of barriers to participation, and building capacity in these areas amongst municipal staff, Council members, and the public.

Several principles have guided this process and should remain as priorities as we move forward to implement this plan.

- Working towards equitable access for all members of our community means that every individual has an equal opportunity, and everyone is treated fairly. Equitable access acknowledges individual circumstances to remove barriers.

## Example: Lunenburg Country

- It is essential to include first voice perspectives, or lived experiences, of people with disabilities in the creation of this plan, actions, and decision-making processes.
- As new standards are introduced and new technologies become available, we will review and update this plan to ensure its relevance. As such, this plan should be interpreted as a living document.
- It is essential to continue to collaborate with other municipal units, the Accessibility Advisory Committee, the Nova Scotia Accessibility Directorate, and community partners to advance this plan and work towards improved accessibility in our communities.

# Statement of Intent

## Let's Build Our Statement of Intent





# Contact Us

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## **Email Address**

[jessica@reachAbility.org](mailto:jessica@reachAbility.org)

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## **Phone Number**

902-209-4304

Slide 1:  
CBRM - reachAbility Municipal Accessibility Plan

Slide 2:  
reachAbility

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Our Team!

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#### Slide 5:

##### Standards and Benchmarks

- Goods and Services
- Built Environment
- Awareness
- Information and Communication
- Transportation
- Employment
- Education

#### Slide 6:

##### Cape Breton Regional Municipality

##### Moving Accessibility Forward

#### Slide 7:

##### Environment Scans

##### Capital Assets Buildings

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Our Engagement Strategy

Community Consultation

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Mapping

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Slide 9:

The Plan

1 - January

Present plan to AAC;

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Compile a list of capital assets, and Create engagement strategy

2 - Early February

Create an online presence for the project (website, social media, posters); Build, plan and deploy community survey; and Host virtual community engagement sessions

3 - End of February

Conduct built environment scans; Host in-person engagement sessions and mapping exercises; and Conduct stakeholder meetings

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The Plan Cont.

4 - Early March

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Slide 17:

Statement of Intent

Let's Build Our Statement of Intent

Slide 18:

Contact Us

Email Address: [jessica@reachability.org](mailto:jessica@reachability.org)

Phone Number: 902-209-4304

**CBRM**

**M·E·M·O**

320 Esplanade

Sydney, Nova Scotia, B1P 7B9

902-563-5010

**To: Accessibility Advisory Committee**

**From: Deborah Campbell Ryan, Municipal Clerk**

**Date: January 18, 2022**

**Subject: Citizen Vacancies - Update**

a) Jenny Rachel-Lind:

Further to my report to this Committee on October 19, 2021 regarding the above matter, a recommendation from the November 17, 2021 Nominating Committee meeting was approved at the December 14, 2021 Council meeting, as follows:

**Motion:**

Moved by Councillor Cyril MacDonald, seconded by Councillor Green, to approve the Nominating Committee recommendation that the vacant seat on the Accessibility Advisory Committee not be filled, leaving the composition of the Committee at nine (9) members.

**Motion Carried.**

This is for information purposes only.

b) Douglas Foster:

As the Committee is aware, Citizen Appointee Douglas Foster submitted his resignation from the Accessibility Advisory Committee via email on December 21, 2021 which was copied to all Committee members.

On January 17, 2022, I reported this to the Nominating Committee, with a recommendation that the vacancy created by Douglas Foster's resignation not be filled, leaving the composition of the Committee at eight (8) members. The main reason for my recommendation was that the Accessibility Advisory Committee can certainly operate with eight (8) members and still comply with the Committee's Terms of Reference and the *Accessibility Act*.

**Continued...**

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However, the Nominating Committee passed a motion that the Accessibility Advisory Committee members be asked to provide their input on whether this second vacancy should be filled (copy of motion attached).

This issue is before you for discussion and direction, and a report will be referred back to the Nominating Committee.

Vice-Chair:

I would point out that Douglas Foster was the Vice-Chair of the Accessibility Advisory Committee; therefore a new Vice-Chair will have to be selected. That can be done at the January 20<sup>th</sup> meeting, or we can list it on the agenda for the next meeting of this Committee.

Thank you.

Original signed by:

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**Deborah Campbell Ryan,  
Municipal Clerk**

Attachment

**Vacancy on Accessibility Advisory Committee:**

**Motion:**

Moved by Councillor Gillespie, seconded by Councillor Paruch, to allow the Accessibility Advisory Committee to make a recommendation to the Nominating Committee on whether or not to fill the recent vacancy on the Accessibility Advisory Committee or that the Committee continue with the remaining eight (8) members.

**Motion Carried.**

The Clerk pointed out that when this matter is brought to the Accessibility Advisory Committee, it will be for the current vacancy and not the previous one because Council has already made a decision on same, although they have the right to change a previous decision.

