



**Minutes**  
**Town of Westville**  
**Accessibility Committee**  
**Westville Municipal Building – Council Chambers**  
**February 10, 2022 – 7:00 pm**

- 1. Call to Order**
- 2. Roll Call** – Joe Kippax, Morris Campbell, Councillor Meghan Bragg, Interim CAO Samuel Graham, Mayor Lennie White
- 3. Additions, Deletions and/or Approval of the Agenda** [Motion Samuel Graham, seconded by Meghan Bragg] Carried.
- 4. Approval of the Minutes**  
Minutes had incorrect spelling for Joe Kippax. [Motion Morris Campbell, seconded Meghan Bragg] Carried
- 5. Unfinished Business.** Morris Campbell presented letters of complaint to the Committee re. inclusive washroom changes.  
Complainants Beverly Heighton, Donna Chisolm, Michael Thompson, Gina Snell, Linda White.  
All concerns will be considered as changes that promote accessibility and inclusivity are undertaken. Most of these changes will happen in graduated steps.  
A suggestion that will be used is the need for Floor to Ceiling stalls in the washrooms.  
The Accessibility Plan is not complete and has not been presented to Council for approval.  
Meghan mentioned the complaint about the Westville Rink signage that is out of date. An audit was done for other Town locations. As soon as possible the Rink sign will be replaced with an Accessible Parking sign.  
It was advised by former CAO Linda Brown that the Town has a Diversity Statement that applies to human resources etc.
- 6. New Business.** Letters of complaint belonged under new business.  
Meghan was advised of a grant with a closing date of Monday February 14<sup>th</sup>. Quotes for washroom improvements are not available until later next week.  
Meghan will check the provincial mandate for composition requirements for the Committee.  
We may have to undertake a targeted approach to attract Committee members.  
Mayor White read his comments that will be included in the Accessibility Plan.  
Joe talked about next steps for Goods & Services as well as Transportation. Meghan made reference that transportation includes Active Transportation as well as Transit.

The Accessibility Committee meetings need to be advertised to the public including the website.

7. **Roles & Responsibilities.** See New Business for Joe and Meghan.  
Sam – Transportation. Actionable items.  
Morris – Awareness. Built environment observations etc.

8. **Next Meeting.** February 24, 2022. 7:00 pm

9. **Adjournment** 8:15 pm.