

Call to Order	5:00pm
Present	Members: Brenda MacDonald, Brant Messmer, Sharon Elliott, Mayor Amery Boyer Administration: CAO Sandi Millett Campbell, CDC Ken Knox
Absent	None
Additions to the Agenda	None
Approval of the Agenda	MOTION #AAC2021-2-3-01 Approved by Unanimous Consent. Motion Carried
Edits to the Minutes	None
Approval of the Minutes	MOTION #AAC2021-2-3-02 Approved by Unanimous Consent. Motion Carried

1. New Business

1. Member Bios

Brief bios of each member were shared with the Committee. Mayor Boyer and CAO Millett-Campbell also introduced themselves to the other members.

2. Policy

The organizing policy for the Committee was shared and reviewed. The policy states a minimum of 4 meetings per year, however the Committee agreed that meeting every second month would be best.

3. Goals

i. Tools

The Accessibility Planning Toolkit was shared and briefly reviewed. Committee members will more thoroughly review the material by the next meeting.

Action: Review the Accessibility Planning Toolkit

Responsibility: All members

Date: 7pm on 7 April 2021 (via Zoom)

ii. First Steps

There was a brief discussion about next steps. Members will review these in the Accessibility Planning Toolkit.

iii. Exemplar

The Wolfville Accessibility Plan was share for member review. The Annapolis Accessibility Advisory Committee (AAC) will use this along with the toolkit as guides to our end-product.

4. Election of Chair and Vice-Chair

Member Brenda MacDonald was elected Chair of the AAC by acclamation. Brant Messmer was elected Vice-Chair of the Committee by acclamation.

2. Business Arising

1. None

3. Correspondence

1. None

4. Next Meeting

The Committee determined that meeting every second month would work well. Due to time zone differences, meetings will take place at 7pm.

MOTION #AAC2021-2-3-03 The Committee will hold meeting on the first Wednesday of every second month at 7pm. **Regularly moved and seconded. Motion Carried**

Next meeting: Wednesday, April 7th at 7pm

5. Adjournment

MOTION #AAC2021-2-3-04 It was regularly moved to adjourn at 5:14pm