

Call to Order	7:10pm
Present	Members: Brenda MacDonald, Brenda Escribano, and Mayor Amery Boyer Administration: CDC Ken Knox
Regrets	Brant Mesmer, Sharon Elliott
Additions to the Agenda	None
Approval of the Agenda	MOTION #AAC2021-6-2-01 Approved by Unanimous Consent. Motion Carried
Edits to the Minutes	None
Approval of the Minutes	MOTION #AAC2021-6-2-02 Approved by Unanimous Consent. Motion Carried

1. New Business-NONE

2. Business Arising

1. Re-scheduling Inventory of Accessibility Issues in Annapolis Royal
 CDC Knox shared that though we are in Phase I of re-opening Town Hall as well as the other municipal buildings are still closed, thus preventing the indoor portion of the inventory. Municipal Buildings are expected to re-open in the near future. CDC Knox will monitor the situation and reach out to members via email to schedule the indoor and outdoor portions of the inventory (these could be done on separate days if the committee members choose this option)

Action: Monitor re-opening, and contact members to coordinate scheduling of the inventory.

Responsibility: CDC Knox

Date: Continuous until scheduled.

2. Commitment Statements

Committee members discussed the provided samples and other items they would like included in the Town's Commitment Statement. These comments and ideas will be organized into a draft.

Action: organize committee member comments and ideas regarding the Commitment Statement and share back to members for comment

Responsibility: CDC Knox

Date: 11 June 2021

3. Project Program

Committee members expressed concern that given the scale of the task ahead it will be easy to miss critical deadlines. It was suggested that a program be developed which tracks significant targets, benchmarks, and dependencies.

Action: Draft program developed and shared with committee members to refine and add to.

Responsibility: CDC Knox

Date: 11 June 2021

3. Correspondence

1. None

4. Next Meeting

1. To Be Determined

Given that the weather is good and there is much to do, members agreed that we can meet more frequently during the summer. As the Covid restrictions lessen, email will be used to schedule needed meetings

Action: schedule needed meetings via email

Responsibility: CDC Knox

Date: continuous

5. Adjournment

MOTION #AAC2021-6-2-03 Adjourned at 7:35pm by Unanimous Consent