WEST HANTS REGIONAL MUNICIPALITY
Accessibility Advisory Committee Meeting Agenda
November 26th, 2026, 6:00 p.m.
Falmouth District School, 30 Gabriel Road, Falmouth, NS
Agenda is subject to changes up to and including during the meeting

This meeting is open to the public. It will not be livestreamed on YouTube

West Hants
something inspiring awaits

1. Call to Order

2. Attendance

3. Announcements/ Introductions

4. Approval of the Agenda, including additions or deletions

5. Approval of Previous Meeting Minutes – October 28th, 2026

6. Accessible/inclusive playground discussion

7. Unfinished Business
   a) Presentation 2026 work plan and successes
   b) Round table discussion

8. Next Meeting Date / Meeting Adjournment

WEST HANTS REGIONAL MUNICIPALITY
Accessibility Advisory Committee Meeting Minutes
October 29, 2026, 6:00 p.m.
Council Chambers, 76 Morrison Drive, Windsor, NS

West Hants
something inspiring awaits

Present:

Michel Bourgeois, Resident Member
Jordan Stephens, Resident Member
Chelsea Woodman, Admin Assistant
Troy Burgess, Manager of Public Works
Denise Long, Resident Member
Tina McKay, Building Inspector
Brielle Pyette, Active Living Coordinator
Jennifer Davison, Resident Member

Regrets: Mark Phillips, Vanessa Stephens, Melissa MacAskill, Chrystal Remme, Jamie Patterson, Katie Rose

1. Call to Order – Chair Bourgeois called the meeting to order at 6:07pm

2. Attendance – Quorum was reached

3. Announcements
   Chair Bourgeois announced that a new resident member will be joining the committee and will attend the November meeting.

4. Approval of the Agenda, including additions or deletions
   The agenda was accepted as presented.

5. Approval of Previous Meeting Minutes
   September 24th, 2026, minutes were approved as presented.

6. Unfinished Business
   a) Work Plan Updates
   Tina McKay provided an update on the accessible parking map, sharing that it has been completed and sent to the IT Specialist to be included on the accessibility website page when it is live.

   The committee discussed creating a dedicated accessibility section on the webpage which will include the following:
   - Accessibility information and resources
   - Accessibility Advisory Committee Terms of Reference
   - Membership information
   - Committee contact information

- Links to municipal accessibility information
- Accessibility tips, guides and educational resources.

It was noted at the last meeting that staff are currently piloting some IDEA training. The plan is for this to be offered to Council and committee members if feedback is well received.

The workplan updates will remain on the agenda to discuss progress and identify items that need to be refocused. At the previous meeting the committee reviewed the items and identified the status of each. Chair Bourgeois would like to do this exercise again once our new members have joined and suggested taking certain items the committee wants to focus on to Council for direction.

b) Round Table Discussion

The Home & School Committee from Falmouth Elementary School reached out to Troy Burgess to inquire about the Accessibility Advisory Committee holding a meeting at the school. They are looking to make their trail more accessible and would like to hear the committee's feedback and suggestions.

The committee agreed that this would be a great opportunity to get involved with the local schools and in the future offer educational presentations on accessibility for the younger generation.

Resident member Jordan Stephens inquired if sidewalks could be installed on Morison Drive and near the roundabout on Wentworth Road to provide a safe traveling path for pedestrians. Troy Burgess commented that the roundabout and Morrison Drive is owned by the province not the Municipality and suggested reaching out to West Hants MLA for assistance. It was noted that Jordan will provide an update on this.

The committee discussed the progress on workplan item making events around West Hants more accessible. Troy Burgess shared that the municipality now offers additional accessible parking spaces during events and noted that at the pumpkin regatta although not hosted by the Municipality, they offered accessible washrooms on both sides of the lake.

Brielle Pyette shared there is an upcoming event called Reindeer Roundup on November 7th on the newly upgraded Causeway Trail to raise money for the Christmas Angels.

7. New Business

a) Discussion on Presentation for COTW

Chair Bourgeois will present at the Committee of the Whole meeting in December to highlight accessibility accomplishments and improvements made by municipal staff and community groups. The presentation will also identify items requiring direction from Council or additional resources.

The committee discussed what they would like to include in the presentation to council:

- **Rink accessibility**: New accessible viewing area at center ice, including companion seating
- **High visibility Railing:** The railings at the Sports Complex were painted a bright yellow to improve visibility.
- **Causeway Trail:** Improvements to the trail, pathways created to seating areas, and musical instruments.
- **Bandstand**: A new accessible ramp has been installed.
- **Accessible playground:** Elmcroft park has a new accessible playground.
- **Exhibition grounds**: Relocated washrooms which are now accessible.
- **Barrier Free Small Business Grant:** Removing barriers so that small businesses can improve accessibility.
- **Community events:** Accessible parking and accessible washrooms available.

The photos of the Sports Complexes' new accessible viewing area were shown to the committee including the new location at Center Ice and the designated companion seating in front of the viewing area with posted signage.

Chair Bourgeois indicated that he would like to include that there was an opportunity to complete accessibility projects because other projects came in under budget. He added that some of the changes suggested by the committee have been low cost or no cost.

The committee's goal is to educate the community and create awareness which will in the long term create change.

8. Next Meeting Date / Meeting Adjournment
November 26th, 2026

The meeting was adjourned at 6:49 p.m.

X	X
Committee Chair	Municipal Clerk