



Region of Queens Municipality Accessibility Advisory Committee

June 15th, 2026

Council Chambers

Minutes

Present

Charlene Park, Acting Chair

Sally Tanner, Public Member

Elise Johnston, Public Member

Councillor Vicki Amirault

Amora Fouchard, Staff Liaison

Holly McConnell, Staff

Kate Wong, Recording Secretary

Regrets

Councillor Roberta Roy

Joel Zwicker, Public Member

Natalie Covell, Public Member

1.0 Call to Order

Acting Chair Charlene Parks called the meeting to order at 6:08 p.m.

2.0 Approval of Agenda

Moved by Elise Johnston, seconded by Councillor Amirault;

THAT the Accessibility Advisory Committee approve the June 15th 2026 agenda as presented.

MOTION CARRIED

3.0 Approval of Previous Minutes

Approval of the minutes was deferred to the next meeting.

4.0 Introduction of Accessibility and Inclusion Coordinator

Amora Fouchard, the newly appointed Accessibility and Inclusion Coordinator, introduced herself to the Committee. She provided an overview of her professional and volunteer experience, which includes nursing, disability advocacy, accessibility legislation, human rights advocacy, and community engagement. Ms. Fouchard discussed her personal and professional connection to accessibility work, including her experience advocating for individuals with disabilities and involvement with accessibility initiatives in Newfoundland and Nova Scotia.

5.0 Accessibility Survey

The Committee reviewed the accessibility survey originally developed and distributed in 2020. Elise provided background on the survey, noting that it had been made available in several formats and was designed to gather feedback specific to Region of Queens Municipal properties, facilities, and services. While AMANS provides generic survey templates and data collection tools, members agreed that the existing survey's focus on local facilities and services provides valuable information specific to Queens County.

Members discussed the value of relaunching the survey to establish a comparison between current accessibility experiences and those identified in 2020. The Committee noted that the survey would help identify areas where

accessibility improvements have been successful, while also highlighting barriers and priorities that remain within the community.

Discussion included several potential revisions to the survey, including updating references to provincial departments, providing a brief explanation of accessibility, and including a short introduction outlining the purpose of the survey and how the information will be used. Members also suggested including a link to the Region's Accessibility Plan so respondents can better understand the municipality's accessibility goals and ongoing work.

The Committee agreed that relaunching the survey would provide valuable information to guide future accessibility initiatives and assist in evaluating progress made since the original survey was conducted.

Moved by Elise Johnston, seconded by Sally Tanner;

THAT the Accessibility Advisory Committee relaunch the previous accessibility survey with minor updates and revisions.

MOTION CARRIED.

6.0 Review of Revised Terms of Reference

Holly reviewed the proposed amendments to the Accessibility Advisory Committee Terms of Reference. The revisions would formally authorize the Committee to administer a community accessibility survey and oversee the administration of a small grants program intended to support accessibility-related initiatives within Queens County.

Discussion focused on the Committee's role in reviewing grant applications and making recommendations for funding. It was noted that, as an advisory committee, final approval of grant allocations would remain with Council.

Holly also provided a budget update for accessibility initiatives, advising the Committee that funding has been allocated as follows:

- \$2,500 for Accessibility Advisory Committee meetings and related expenses.
- \$5,000 for community outreach and accessibility awareness activities.

- \$12,813 for the Accessibility Small Grants Program.

Members discussed the opportunities these funds create for community engagement, accessibility improvements, and support for local organizations undertaking accessibility projects.

Moved by Elise Johnston, seconded by Sally Tanner;

THAT the Accessibility Advisory Committee accept the Terms of Reference as amended.

MOTION CARRIED.

7.0 Revisit Accessibility Plan

The Committee reviewed the 2025–2030 Accessibility Plan, including completed actions, ongoing initiatives, and future priorities. Members discussed updating the Built Environment section to reflect the accessibility review process for new municipal projects and emphasized the importance of annual reviews to monitor progress and maintain accountability.

Discussion included the relaunch of the accessibility survey to gather updated community feedback, as well as AMANS resources available to support accessibility planning. The Committee acknowledged areas of overlap with the Inclusion Queens Committee and agreed that Amora and Holly would review the Accessibility Plan and provide an update on completed and ongoing actions at a future meeting. Members also highlighted the importance of regularly reporting accessibility achievements to Council.

The Committee discussed creating an inventory of accessibility-related equipment and supports available throughout the Region to improve public awareness and access. Elise offered to assist with compiling the inventory. Sally advised that she had contacted the Astor Theatre regarding available accessibility equipment and was awaiting a response.

8.0 Adjournment

Meeting was adjourned at 7:27pm