



**ADVISORY COMMITTEE FOR ACCESSIBILITY IN HRM
SPECIAL MEETING MINUTES
April 12, 2017**

PRESENT: Patricia Gates, Chair
Gerry Post, Vice-Chair
Mikiko Terashima
Johanna Stork
Ryan Delehanty
Kristine Webber
Zainab Almkhtar
Councillor Lisa Blackburn

REGRETS: Councillor Waye Mason
Sue Uteck

STAFF: Darren Young, Project Manager, Corporate Facility Design & Construction
Ahmad Kidwai, Manager Accessible Transit, Halifax Transit
Noreen Guptill, Inclusion and Accessibility Specialist, Parks and Recreation
Tracey Jones-Grant, Manager, Office of Diversity and Inclusion
Laughie Rutt, Diversity Consultation, Office of Diversity and Inclusion
Liam MacSween, Legislative Assistant

The following does not represent a verbatim record of the proceedings of this meeting.

The agenda, reports, supporting documents, and information items circulated are online at halifax.ca.

The meeting was called to order at 4:05 p.m., and adjourned at 5:30 p.m.

1. CALL TO ORDER/ROLL CALL

Patricia Gates, Chair called the meeting to order in Halifax Hall, 2nd Floor City Hall, 1841 Argyle Street Halifax.

Roll call was taken.

2. DISCUSSION – 2017 ACCESSIBILITY TOWN HALL MEETING

The following documentation was before the committee:

- A draft copy of the 2017 Town Hall Poster.
- A draft copy of the 2017 Town Hall Agenda.

Liam MacSween, Legislative Assistant provided an overview of the planning that has taken place to date for the Annual Town Hall Meeting hosted by the committee. MacSween noted the following:

- The event will take place in the Portia White Atrium, 1855 Trollope Street, Halifax from 6 to 8:30 p.m. on Monday, May 15, 2017.
- The site has been visited and reviewed for accessibility criteria.
- CART Captioning Services and American Sign Language (ASL) Interpreters have been booked for the event.
- Members of the staff panel have been notified and advised of the meeting time, location and subject matter. There will be representatives from Corporate Facility Design & Construction, Parks and Recreation, Transportation and Public Works, Planning & Development, Halifax Transit, and 311.
- Meetings with HRM Corporate Communications have taken place with respect to advertising for the event. As in previous years, a poster will be designed and advertisements will be placed in a local paper. Corporate Communications also confirmed the ability to advertise on HRM's digitalized screens as well as on Twitter and Facebook.

MacSween requested further input from the committee with respect to the design of the poster, agenda as well as the format of the meeting.

The committee reviewed the draft Town Hall Meeting documentation and noted the following items to consider as part of the planning of the Town Hall meeting:

- The messaging in the poster should point out the successes and challenges faced by HRM with respect to Accessibility. Further, the public should be asked about barriers faced with respect to accessibility in HRM and to provide possible solutions to help mitigate them.
- The poster should acknowledge that the meeting will be a scent free zone.
- The event should be advertised on Access-a-Bus vehicles.
- Copies of the completed poster should be provided to committee members so that they may be distributed through their professional networks.
- In terms of format, break-out sessions may be difficult to accommodate in the amount of time that is allotted. Further, additional ASL interpreters may also be required to managing break out groups.
- A survey designed by the committee would be an effective way of gaining information from the public, however survey questions would need to be developed and approved by the committee prior to the meeting and incorporated on the website. The committee identified this matter for follow up and advised that if it could not be implemented for the current year that it be considered for future events.
- Information from other organizations working on Accessibility issues should be provided at the meeting.

- Copies of agendas, and minutes from the 2015 Town Hall meeting should be provided in Braille.

The committee discussed the merits of holding a brief educational session at the beginning of the event which focuses on an accessibility issue such as interacting with guide dogs.

Noreen Guptill, Inclusion and Accessibility Specialist noted that Parks & Recreation staff would be able to display Accessible Recreation Equipment which was recently acquired. This was encouraged by the committee. Liam MacSween advised that follow up would take place to ensure that this could be accommodated.

Tracey Jones-Grant Manager of Diversity and Inclusion noted the importance of ensuring accessible signage at the meeting and enquired of the possibility of designating additional accessible parking spaces at the venue. This was encouraged by the committee, Liam MacSween advised that follow up would take place to ensure that this could be accommodated.

Further discussion among the committee ensued with respect to members volunteering as sighted guides and translators, as well as the logistics of Access-a-bus pick up and drop off areas on site. Liam MacSween noted that an update would be provided at the April 24, 2017 with respect to the

3. DATE OF NEXT MEETING – April 24, 2017 – 4:00 p.m.

4. ADJOURNMENT

The meeting adjourned at 5:30 p.m.

Liam MacSween
Legislative Assistant