



**ADVISORY COMMITTEE ON ACCESSIBILITY IN HRM  
SPECIAL MEETING  
DRAFT MINUTES  
June 21, 2021**

**PRESENT:** Andrew Taylor, Chair  
Jacki Purcell, Vice Chair  
Nicole McDonald  
Elizabeth Doull  
Rachele Manett  
Aja Joshi  
Leslie Gates

**REGRETS:** Councillor Cathy Deagle Gammon  
Samantha Horne  
Councillor Paul Russell

**STAFF:** Melissa Myers, Accessibility Advisor, Office of Diversity & Inclusion  
Tracey Jones-Grant, Managing Director, Office of Diversity & Inclusion  
Darren Young, Manager of Building Infrastructure, Facility Design & Construction, Corporate & Customer Services  
Annie Sherry, Legislative Assistant  
Haruka Aoyama, Legislative Assistant

*These minutes are considered draft and will require approval by the Advisory Committee on Accessibility in HRM at a future meeting.*

*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](http://halifax.ca).*

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**Advisory Committee on  
Accessibility in HRM  
Special Meeting  
June 21, 2021**

*The meeting was called to order at 4:02 p.m. and the Committee adjourned at 5:23 p.m.*

## **1. CALL TO ORDER**

The Chair called the meeting to order at 4:02 p.m.

## **2. APPROVAL OF MINUTES – May 17, 2021**

MOVED by Leslie Gates, seconded by Rachele Manett

**THAT the minutes of the May 17, 2021 Accessibility Advisory Committee meeting be approved as circulated.**

**MOTION PUT AND PASSED.**

## **3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS**

*Additions: None*

*Deletions: None*

MOVED by Jacki Purcell, seconded by Nicole McDonald

**THAT the agenda be approved as presented.**

**MOTION PUT AND PASSED.**

## **4. BUSINESS ARISING OUT OF THE MINUTES – NONE**

## **5. CALL FOR DECLARATION OF CONFLICT OF INTEREST – NONE**

## **6. CONSIDERATION OF DEFERRED BUSINESS – NONE**

## **7. CORRESPONDENCE, PETITIONS & DELEGATION**

### **7.1 Correspondence**

Correspondence was received and circulated to the Committee on June 8, 2021.

### **7.2 Petitions – NONE**

### **7.3 Presentations – NONE**

## **8. INFORMATION ITEMS BROUGHT FORWARD - NONE**

## **9. REPORTS/DISCUSSION**

### **9.1 STAFF**

#### **9.1.1 Accessible Parking Guidelines Report**

The following was before the Advisory Committee:

- A staff information report dated June 11, 2021
- A presentation titled, *Accessible Parking Design & Planning Guideline*, dated June 21, 2021

Jeff Nephew, Senior Advisor, Parking Services gave a presentation on the Accessible Parking Design & Planning Guideline and responded to questions of clarification from the Committee. A copy of the staff presentation is on file.

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The Committee asked questions and discussed the following topics:

- On-street accessible parking spaces are always free for anyone who holds a valid permit.
- Where will a designated area for accessible parking go during construction or closure of streets?
- Accessibility of accessible parking spaces throughout winter/issues with snow.
- How often does the parking availability map get updated?
- Enforcement for violations of those without permits using accessible parking spaces.

Victoria Horne, Manager of Parking, shared a link to a webpage “On-Street Accessible Parking Locations Interactive Map.” <https://www.halifax.ca/transportation/parking/street-accessible-parking>

### **9.1.2 2021 Work Plan Discussion and Approval**

The following was before the Advisory Committee:

- The Accessibility Advisory Committee 2021 Work Plan

MOVED by Rachele Manett, seconded by Elizabeth Doull

**THAT the Accessibility Advisory Committee recommend that the Executive Standing Committee approve the Accessibility Advisory Committee 2021 Work Plan.**

**MOTION PUT AND PASSED.**

### **9.1.3 Annual Town Hall Discussion**

Annie Sherry, Legislative Assistant, gave an overview of the 2019 Annual Town Hall meeting including information on date, locations, budget allocations, expenditures, and format of the Town Hall meeting.

Agenda and minutes for the 2019 Annual Town Hall are available on Halifax.ca

The Committee discussed the following topics for the 2021 Annual Town Hall:

- Considerations for safety of attendees should the Town Hall be held in-person - especially for those who are immunocompromised.
- Is it possible to host Annual Town Hall or Committee meetings virtually to make it more accessible for those who do not feel comfortable gathering in-person and/or for those who are immunocompromised?
- Support for a hybrid model of both virtual and in-person for meetings of the AAC and Town Hall.
- Working with the HRM libraries to host the in-person spaces for the Town Hall and facilitate broader outreach.
- Options for offering interpretation in multiple languages.

### **9.1.4 Staff Update: Accessibility Strategy**

Melissa Myers, Accessibility Advisor provided an update on the approval of the Accessibility Strategy at the May 18, 2021 Regional Council special meeting.

## **9.2 COMMITTEE MEMBERS - NONE**

## **10. ADDED ITEMS**

## **11. DATE OF NEXT MEETING – July 19, 2021**

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## **12. ADJOURNMENT**

The meeting adjourned at 5:23 p.m.

Haruka Aoyama  
Legislative Assistant

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