



P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

**Item No. 14.3.1**  
**Halifax Regional Council**  
**August 2, 2016**

**TO:** Mayor Savage and Members of Halifax Regional Council

Original Signed

**SUBMITTED BY:** Councillor Tim Outhit, Chair, Transportation Standing Committee

**DATE:** July 22, 2016

**SUBJECT:** Reporting Structure of the Accessibility Advisory Committee

---

**ORIGIN**

June 23, 2016 - Recommendation report received from the Accessibility Advisory Committee. The Accessibility Advisory Committee recommendation was approved by the Transportation Standing Committee.

July 21, 2016 - Motion approved at the July meeting of the Transportation Standing Committee.

**LEGISLATIVE AUTHORITY**

Transportation Standing Committee Terms of Reference:

*14. The following Committees shall be advisory or liaison with the Transportation standing Committee:  
Accessibility Advisory Committee – Advisory*

**RECOMMENDATION**

The Transportation Standing Committee recommends that Regional Council request a staff report and recommendation on changes to the reporting structure of the Accessibility Advisory Committee as discussed at the Accessibility Advisory Committee meeting on May 16, 2016 and that this report be referred to the Transportation Standing Committee for review and comment prior to receipt by Regional Council.

**BACKGROUND/DISCUSSION**

The Transportation Standing Committee received a recommendation report on this matter from the Accessibility Advisory Committee on June 23, 2016. The Transportation Standing Committee approved the Committee report at this meeting. Following the June 23, 2016 meeting of the TSC, it was determined that the motion passed at this meeting does not fit within the terms of reference of the Standing Committee. In consultation with the Municipal Clerk and the Office of the CAO, an alternate motion was drafted that fulfills the original intent of the Accessibility Advisory Committee motion. A report addressing the new motion was before the Transportation Standing Committee at their meeting on July 21, 2016. The Transportation Standing Committee approved the staff recommendation.

### **FINANCIAL IMPLICATIONS**

None identified.

### **RISK CONSIDERATION**

There are no significant risks associated with the recommendations in this Report. The risks considered rate Low.

### **COMMUNITY ENGAGEMENT**

The Transportation Standing Committee meetings are open to public attendance, a live webcast is provided of the meeting, and members of the public are invited to address the Committee for up to five minutes at the end of each meeting during the Public Participation portion of the meeting. The agenda, reports, video, and minutes of the Transportation Standing Committee are posted on Halifax.ca.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications associated with this report.

### **ALTERNATIVES**

The Transportation Standing Committee did not identify any alternatives.

### **ATTACHMENTS**

Attachment 1 – Report from the Legislative Assistant to the Transportation Standing Committee dated July 11, 2016

---

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.php> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

Report Prepared by: Cathy Collett, Legislative Assistant 902.490.6517

---



P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

**Item No. 4.1**  
**Transportation Standing Committee**  
**July 21, 2016**

**TO:** Chair and Members of the Transportation Standing Committee

**SUBMITTED BY:** Original Signed  
Cathy Collett, Legislative Assistant, Office of the Municipal Clerk

**DATE:** July 11, 2016

**SUBJECT:** Motion Regarding the Reporting Structure of the Accessibility Advisory Committee

---

**ORIGIN**

Motion passed at the May 16, 2016 meeting of the Accessibility Advisory Committee.  
Recommendation report from the Accessibility Advisory Committee dated June 3, 2016 received at the June 23, 2016 meeting of the Transportation Standing Committee - Accessibility Advisory Committee recommendation passed at this time.

**LEGISLATIVE AUTHORITY**

*Administrative Order 1*, Section 122 – “The clerk or designate shall be Secretary of all committees of the Council, unless otherwise determined by the Council.”

**RECOMMENDATION**

It is recommended that the Transportation Standing Committee pass the following motion:

That the Transportation Standing Committee recommends that Regional Council request a staff report and recommendation on changes to the reporting structure of the Accessibility Advisory Committee as discussed at the Accessibility Advisory Committee meeting on May 16, 2016 and that this report be referred to the Transportation Standing Committee for review and comment prior to receipt by Regional Council.

## **BACKGROUND/DISCUSSION**

At the June 23, 2016 meeting of the Transportation Standing Committee the Committee passed the following recommendation, as presented in the Committee report from the Accessibility Advisory Committee dated June 3, 2016:

*That the Transportation Standing Committee requests that Regional Council direct the Office of the Municipal Clerk to propose changes to the reporting structure of the Accessibility Advisory Committee with consideration of the Committee's discussion at their May 16, 2016 meeting.*

In consultation with the Municipal Clerk and the Office of the CAO, it was determined that the requested action must be achieved through the request for a staff report that will ultimately return to Regional Council and that the necessary report must be assigned to the appropriate business unit through the Report Center process, and thus it is not within the Terms of Reference of the Transportation Standing Committee to direct the request to the Office of the Municipal Clerk, as recommended by the Accessibility Advisory Committee. As such, this report contains a recommendation that will achieve the intent of the original motion.

## **FINANCIAL IMPLICATIONS**

None identified.

## **RISK CONSIDERATION**

There are no significant risks associated with the recommendations in this Report. The risks considered rate Low.

## **COMMUNITY ENGAGEMENT**

The Accessibility Advisory Committee (AAC) is comprised of eight volunteer citizen members and two members of Regional Council, plus staff liaison members from a number of HRM business units. Meetings are held monthly and are open to the public. Minutes, agendas, reports and other information on the AAC are posted on the HRM website.

## **ENVIRONMENTAL IMPLICATIONS**

None identified.

## **ALTERNATIVES**

None identified.

## **ATTACHMENTS**

Attachment 1 – Accessibility Advisory Committee report to the Transportation Standing Committee re: Reporting Structure, dated June 3, 2016.

---

A copy of this report can be obtained online at <http://www.halifax.ca/commcoun/index.php> then choose the appropriate Community Council and meeting date, or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

Report Prepared by: Cathy Collett, Legislative Assistant. 902.490.6517

Report Approved by: Original Signed  
Sherryl Murphy, Deputy Clerk



P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

**Item No. 12.2.1**  
**Transportation Standing Committee**  
**June 23, 2016**

**TO:** Chair and Members of the Transportation Standing Committee

**SUBMITTED BY:** Original Signed

\_\_\_\_\_  
Pat Gates, Chair, Accessibility Advisory Committee

**DATE:** June 3, 2016

**SUBJECT:** Accessibility Advisory Committee Reporting Structure

---

**ORIGIN**

Motion passed at the May 16, 2016 meeting of the Accessibility Advisory Committee

**LEGISLATIVE AUTHORITY**

Section 13.2 of the Accessibility Advisory Committee Terms of Reference, 'The Chairperson of the Committee, or a designate, may make reports to the Transportation Standing Committee and/or Regional Council on the activities of the Committee as necessary, or as requested, together with such other presentations that the Committee may deem advisable.'

Section 14.1 of the Accessibility Advisory Committee Terms of Reference, 'The Committee may from time to time recommend to the Transportation Standing Committee the amendment of these Terms of Reference following an appropriately voted resolution.'

**RECOMMENDATION**

The Accessibility Advisory Committee recommends that the Transportation Standing Committee requests that Regional Council direct the Office of the Municipal Clerk to propose changes to the reporting structure of the Accessibility Advisory Committee with consideration of the Committee's discussion at their May 16, 2016 meeting.

## **BACKGROUND**

On May 9, 2016 the Accessibility Advisory Committee engaged in a facilitated work plan session. It was indicated during this session that the reporting structure for the Accessibility Advisory Committee does not accurately reflect the wide range of matters considered by the Committee. The Vice Chair noted during this discussion that the reporting structure of the Committee has been a matter of concern since a previous work plan held on March 18, 2013, but that a resolution has not yet been achieved.

## **DISCUSSION**

On May 16, 2016 the Committee dedicated their regular meeting to reviewing the terms of reference and the reporting structure of the Committee as an extension of the discussion held during the May 9, 2016 work plan session.

Committee members indicated that, while many of the matters addressed by the Committee are related to transit, the scope of the Accessibility Advisory Committee's mandate does not align with that of the Transportation Standing Committee, which limits the ability of the Accessibility Advisory Committee to provide recommendations on the wide variety of issues, plans and programs that impact persons with different abilities in HRM.

The Committee agreed that accessibility concerns are varied and affect the work of all business units within the Municipality. Considering the far-reaching scope of accessibility concerns, the Committee suggested that a pan-reporting structure would be appropriate in which the Accessibility Advisory Committee is able to report to the Standing Committee that best aligns with the focus of a given recommendation. It was also noted that there may be the occasion for which it is appropriate for the Committee to report directly to Regional Council, and that this could be a provision within the reporting structure of the Committee.

Considering that a pan-reporting structure may be not possible within the administrative policies of HRM, the Committee reviewed the mandates of each Standing Committee of Council. Committee members suggested that the Executive Standing Committee may be the most appropriate Standing Committee for the Accessibility Advisory Committee to report to, given that Accessibility Coordination is an element of the Healthy Communities Council Priority and the Executive Standing Committee's mandate includes overseeing Council's priority areas.

The Committee also considered that the Community Planning and Economic Development Standing Committee may be an appropriate Standing Committee for the Accessibility Advisory Committee to report to; however, concern was expressed that, similar to the current reporting structure, the mandate of the Community Planning and Economic Development Standing Committee may not be broad enough to align fully with the work of the Accessibility Advisory Committee.

## **FINANCIAL IMPLICATIONS**

None identified.

## **RISK CONSIDERATION**

There are no significant risks associated with the recommendations in this Report. The risks considered rate Low.

## **COMMUNITY ENGAGEMENT**

The Accessibility Advisory Committee (AAC) is comprised of eight volunteer citizen members and two members of Regional Council, plus staff liaison members from a number of HRM business units.

Meetings are held monthly and are open to the public. Minutes, agendas, reports and other information on the AAC are posted on the HRM website.

**ENVIRONMENTAL IMPLICATIONS**

None identified.

**ALTERNATIVES**

None identified

**ATTACHMENTS**

None.

---

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.php> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

Report Prepared by: Cathy Collett, Legislative Assistant. Municipal Clerk's Office. 902.490.6517

---