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**Item No. 12.3.1**  
**Transportation Standing Committee**  
**July 21, 2016**

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

**SUBMITTED BY:** Original Signed  
Pat Gates, Chair, Accessibility Advisory Committee

**DATE:** July 11, 2016

**SUBJECT:** Request for a Staff Report Regarding the Inclusion of Roll Call on all  
Halifax Regional Municipality Advisory and Standing Committee Agendas

**ORIGIN**

June 20, 2016 meeting of the Accessibility Advisory Committee

**LEGISLATIVE AUTHORITY**

Section 1 of the Accessibility Advisory Committee Terms of Reference: "The main responsibility of the Committee is to advise Halifax Regional Council, through the Transportation Standing Committee, on the impact of Municipal policies, programs and services on persons with disabilities.

- 1.1 To facilitate the full participation of all citizens with disabilities in civic and community affairs by ensuring that policies, programs and services do not impose barriers to such participation.
- 1.2 To increase civic and community awareness regarding the disability communities within HRM by promoting effective communication.
- 1.3 To work towards the elimination of physical and attitudinal barriers facing persons with disability by advising Halifax Regional Council, through the Transportation Standing Committee, on issues and concerns raised by citizens.
- 1.4 To ensure HRM's disability communities have an equitable opportunity to voice their views on disability and other issues affected by monitoring the effectiveness of HRM policies, programs and services.

**RECOMMENDATION**

The Accessibility Advisory Committee recommends that the Transportation Standing Committee recommends that Regional Council request a Staff Report regarding the inclusion of Roll Call on all Halifax Regional Municipality Advisory and Standing Committee Agendas.

### **BACKGROUND/ DISCUSSION**

At the May 16, 2016 meeting of the Accessibility Advisory Committee the Committee discussed the importance of taking roll call at meetings in order to create a more equal experience of the meeting for persons with visual impairments in attendance. It was noted that being aware of those present at a meeting is important to the openness and transparency of the meeting. The Committee acknowledged how important this practise is for the Accessibility Advisory Committee and agreed that the practise of taking roll call at the beginning of each meeting should be done at every Halifax Regional Municipality Committee meeting. The Committee agreed that this practise should be formalized as part of the Agenda for HRM Advisory and Standing Committee meetings.

### **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**

The Accessibility Advisory Committee did not consider any alternatives.

### **ATTACHMENTS**

None.

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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.

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