

PO Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

MEMORANDUM

TO: Chair and Members of the Advisory Committee on Accessibility in HRM
FROM: Judith Ng'ethe, Legislative Assistant
DATE: September 12, 2019
SUBJECT: **Planning for 2019 Town Hall Meeting on Accessibility**

In conjunction with the Office of Diversity and Inclusion (ODI), the Municipal Clerk's Office (MCO) strives to ensure public participation of HRM residents on accessibility. ODI and MCO will arrange a Town Hall Meeting (hosted by the Advisory Committee on Accessibility in HRM) on accessibility to be held in November, 2019.

The aim of the Town Hall is to receive feedback and input from HRM residents on accessibility issues, hear what accessibility means to different HRM residents and take note of what improvements are required and how improvements can be made.

Date:

A mid-week evening in November, 2019 from 6:00-8:00 p.m. Proposed dates are November 5 (Tuesday) or 19 (Tuesday).

Venue:

Taking into account room size and availability, physical accessibility of the site, transit availability and timing, parking, WiFi and community outreach, Cole Harbour Place is recommended for the 2019 Town Hall Meeting. The Westphal Room (part of the Multipurpose Room) measures 2,230 sq. ft. The whole Multipurpose Room (if the Committee prefers this and if its available) measures 4,930 sq. ft.

Alternative recommended sites are the O'Regan Hall at the Central Library (subject to availability) and Dartmouth North Community Centre (where the 2018 Town Hall meeting was held).

Format:

- Facilitator led
- Focus issues/themes determined in advance by the Committee and disseminated with the Town Hall meeting advertisement
- Room set up for facilitated roundtable discussions (to receive input from the community):
 - Eight breakout tables set up for ten people each
 - Each table to have a co-ordinator to guide discussions and note comments/recommendations
- Representatives from various HRM departments/divisions (such as Halifax Transit, Winter Operations, Buildings & Compliance, Parks & Recreation, Corporate Facility Design & Construction, ODI) available to answer questions and provide guidance
- ASL interpreters will be available and accompany those who require their services to the breakout table
- CART (Communication Access Realtime Translation) services will be available
- Agenda in Braille will be available

- Third parties will be invited to set up booths on the perimeter of the room (eg. Halifax Public Libraries, Parks and Recreation, ISANS)
- Provide access to those who cannot make it to the Town Hall Meeting to follow (Facebook Events)
- Work with Corporate Communications to reach out to HRM residents through advertisement in free publication (Halifax Metro), posters in HRM recreation centres and on HRM's digitalized screens. ODI contracts, Councillor newsletters, Committee members and ISANS contacts will also be used to spread the word

Suggested Topics/Themes for Roundtable Discussions:

- The Committee chooses four out of the following topics to form the subject of the roundtable discussions. Feedback and input will be received from HRM residents regarding accessibility aspects/impacts on each topic/service:
 - Public facilities
 - Transportation (Transit and Taxis)
 - Roads and sidewalks
 - Recreation
 - Affordable accessible housing
 - Food security
 - Employment

Outcome

- Recommendations and input received from the Town Hall Meeting will be compiled into a Report to be forwarded to the Executive Standing Committee by the Chair of the Committee.