

**City of Edmonton**  
**Accessibility Advisory Committee**  
**(AAC) Meeting Minutes**  
**March 14<sup>th</sup>, 2016**

City Hall, Heritage Room  
4:30 pm – 6:30 pm

**Present:** J. Davies-Davis      D. Gajadhar      E. Jackson  
A. Jaffer      E. Lavallee      A. LeMaistre  
R. Marshal      M. Miller      S. Thompson  
V. Van      Q. Wade      Z. Weeks

**Regrets:** L. Tanzi      L. Taylor (sick leave)

**Staff:** H. Crowe      C. Lamoureux

Notes	Action
<b>1. Call to order</b>  At 4:34 pm	
<b>2. Approval of agenda</b>  <b>Agenda of March 14<sup>th</sup>, 2016 approved as amended</b>  Moved by D. Gajadhar ; Seconded by J. Davies-Davis	<b>Carried</b>
<b>3. Approval of Minutes</b>  <b>Minutes of February 8<sup>th</sup>, 2016 as amended</b>  Moved by E. Lavallee ; Seconded by M. Miller	<b>Carried</b>
<b>4. Sub-Committee Update</b> <ul style="list-style-type: none"> <li>1) Policy <ul style="list-style-type: none"> <li>i. Next Policy Committee meeting will be held on March 24, 2016.</li> <li>ii. A. LeMaistre is working on obtaining statistics on the number of people in Edmonton with a disability.</li> </ul> </li> <li>2) Community Engagement <ul style="list-style-type: none"> <li>i. Reviewed work plan and updating for 2016 – 2017 year.</li> <li>ii. Reviewing City of Edmonton Social Media Policy.</li> </ul> </li> </ul>	
<b>5. Plain Language presentation</b> <ul style="list-style-type: none"> <li>1) Overview <ul style="list-style-type: none"> <li>i. Plain language is a way of communicating. It is about understanding what your audience wants and needs. It is clear, effective, accessible and to the point.</li> <li>ii. Avoid acronyms, abbreviations and jargon.</li> </ul> </li> </ul>	

- iii. Use shorter, simpler words.
- iv. Use consistent terms.
- v. Make sure formatting helps the reader.
- vi. Use readability tests such as: SMOG or Flesh-Kincaid.
- vii. See attached PowerPoint.

## 6. Administrative/Executive Update

- 1) StyleBox AAC video
  - i. Will be launched at the Mayor's Awards.
  - ii. Administration will receive a preview in March. AAC will be asked to provide feedback for any changes/improvements.
  - iii. Then final preview will be in April.
  - iv. StyleBox media will also provide short clips of the video for social media.
- 2) Collaboration with Barrier Free Sub-Committee
  - i. R. Norton will attend our AAC meetings when applicable (minimum of two per year).
  - ii. He will be the connection between the Barrier Free Sub-Committee and the AAC.
- 3) E-Park
  - i. The AAC was approached by City of Edmonton staff in regards to an E-Park trial in City Hall back in May 2015. The E-Park staff would like to meet with the AAC in the near future.
- 4) Media Training
  - i. AAC members may be asked to do media interviews. AAC members should be trained to handle these interviews.
  - ii. H. Crowe has been advocating for the City of Edmonton to run media training for Committees of Council. E. Jackson has been put on the waiting list for the City of Edmonton media training.
  - iii. If training becomes available the following AAC members are interested: A. Jaffer, S. Thompson, Q. Wade, V. Van, J. Davies-Davis, Z. Weeks, M. Miller and E. Lavallee.

Administration to add R. Norton to the distribution list of AAC agendas and minutes.

AAC members to submit feedback for E-Park usage (using pictures or addresses if applicable) on any problems with the locations or machines themselves. Send to C. Lamoureux for compiling of feedback. H. Crowe to send specifics on height requirements for E-Park machines.

## 7. Old Business

- 1) Blatchford
  - i. The Visitability Task Force presented at Executive Council on March 8<sup>th</sup>, re: Blatchford.
  - ii. Executive Council made the decision to ask the City of Edmonton staff to prepare a report with stakeholders in the community (Home Builders Association, Canadian Mortgage Groups, Visitable Task Force, etc) to return in first quarter of 2017.
  - iii. The report will look at how to market Visitable homes and potential pilot sites within the City of Edmonton.
- 2) The Big Picture
  - i. The Big Picture was presented by D. Gajadhar on January 28<sup>th</sup>, 2016.
  - ii. D. Gajadhar will update his presentation after June 2016. If there is interest, he will run a second presentation. Those interested are: E. Lavalley, E. Jackson, J. Davies-Davis and V. Van.

## 8. New Business

- 1) Working Groups for Mayor's Awards
  - i. Working group to meet on March 21<sup>st</sup> for Mayor's Awards Nominee decision/evaluation meeting.
- 2) AAC member presentations/presenters ideas for 2016
  - i. A. LeMaistre to present on Duty to Accommodate
  - ii. Visual impairments
  - iii. City of Edmonton planning department/infrastructure
  - iv. Aboriginal Disability Report
  - v. Barrier Free Design
  - vi. Alberta Mental Health
  - vii. Premier's Council update
  - viii. Minister of Human Services
  - ix. CRISPIE
  - x. Gay/Lesbian/Bi-sexual/Transsexual/Queer/Two Spirited
  - xi. Update on what the AAC learned in 2015 from employment presenters
- 3) Update for D. Gajadhar
  - i. D. Gajadhar will be presenting on the modernization of Human and Family Services in the United Kingdom and United States Western States.
  - ii. He also wrote a book called: Human, Prosperity – Surviving the transition from fossil fuels (Societal, Health and Social Services impacts). The book will be launched in June.
- 4) ADF – Housing Working Groups
  - i. S. Thompson will be sitting on the ADF – Housing working group. They will be presenting to the government housing of Alberta.
  - ii. They will be working to discuss: Barriers to accessible

H. Crowe to set up the Accessible Buildings walk through.

<p>housing, how we are working around the accessible housing that is in place now, how are the subsidies working and how is capital funding working?</p> <p>5) TAPP Car</p> <ul style="list-style-type: none"> <li>i. Similar to Uber – service starting in Edmonton as an alternative to Taxi's.</li> <li>ii. The drivers have their class four license, commercial insurance, professional drivers, and will be unionized.</li> <li>iii. There will be 200 vehicles available for hire, including three accessible.</li> <li>iv. For those with mobility aides, they will be charged an extra fee.</li> </ul> <p><b>9. Next Accessibility Advisory Committee meeting will be held on March 14<sup>th</sup>, 2016 beginning at 4:30 p.m. at City Hall, Heritage Room. Reminder there will be Chair Elections in April.</b></p>	
<p><b>10. Adjournment</b> The meeting adjourned at 6:30 pm</p>	