

**City of Edmonton**  
**Accessibility Advisory Committee**  
**(AAC) Meeting Minutes**  
**September 13, 2021**  
 Google Meet  
 4:30 pm – 6:30 pm

**Present:** K. Boyd C. Jones S. Klassen  
 C. Knack P. Kocon J. Pisesky  
 P. Reeves T. Rice Z. Weeks

**Guests:** M. Peters Jones

**Regrets:** S. Amer C. Brenneis J. Caza  
 T. LaRiviere I. Stefaniuk-Gaudet N. Sunderji  
 M. Vautour

**Staff:** S. Beukian C. Lamoureux H. Craig  
 A. Szafranski

<b>Notes</b>	<b>Action</b>
<p><b>1. Call to order</b></p> <p>At 4:33 pm</p>	
<p><b>2. Approval of agenda</b></p> <p><b>Agenda of September 13, 2021</b></p> <p>Moved by P. Reeves</p>	<b>Carried</b>
<p><b>3. Approval of minutes</b></p> <p><a href="#">Minutes of July 12, 2021</a></p> <p>Moved by K. Boyd</p>	<b>Carried</b>
<p><b>4. City Council update</b></p> <p>1) Accessibility related to our festivals</p> <p>i. To bring together a festival consortium to help people better enjoy Edmonton’s festivals and events. Councillor Knack received feedback on experiences.</p> <p>ii. J. Gibbon leads the Heritage Festival group for festival organizers to collaborate.</p> <p>iii. <a href="#">Guide to Planning Accessible Meetings/Event</a> guide was created by AAC staff for CoE and Edmontonians to use when</p>	Administration to coordinate an initial discussion.

<p>planning events/meetings. Admin met with events staff to discuss how this will be used with event organizers applying to the City. They will share the guide and start to ask organizers to let them know their plan for accessibility. Can discuss the possibility of having a mandatory accessibility plan in the future.</p> <p>2) <a href="#">Accessible voting tools at the polls</a></p> <p>i. Edmontonians raised issues with the voter tabulation machine and some people had experiences that not all election staff were fully trained on how to use them.</p> <p>3) Audio queues on the buses</p> <p>i. Not all the audio cues on the buses are working as they normally had been due to the Bus Redesign Network.</p> <p>ii. ETS is looking to test out the accessibility features.</p> <p><b>5. Old Business</b></p> <p>1) Public Spaces bylaw - update</p> <p>i. In August, City Council passed changes to the anti-bullying sections of the Public Spaces bylaw. The bylaw outlines fines for religion, race, disability, sexual orientation and gender identity.</p> <p>ii. AAC included a letter of support to Council on the bylaw. AAC members attended a meeting on the rewording of the current bylaw around the word “disability” in order to make the bylaw more inclusive.</p> <p>2) Parados Strategic Session - update</p> <p>i. Thank you to all AAC members who participated in the values session on August 17, 2021.</p> <p>ii. As not everyone was able to attend the session, A. Szafranski followed up the session with an email including the jamboards.</p> <p>iii. Parados will provide AAC with a report towards the end of September.</p> <p>3) Remuneration - update</p> <p>i. At the August 30, 2021 Council meeting, a honoraria policy was approved for City agencies and committees. This policy comes into effect on January 1, 2022. Honoraria reimbursements do not apply to subcommittee meetings.</p> <p>ii. AAC members can refuse the honoraria. More information on the procedure will be coming in the months ahead.</p> <p>4) Temporary Ramps - update</p> <p>i. In one of the AAC meetings, an AAC member mentioned that a wheelchair user almost fell over due to a temporary unsafe ramp on Whyte Avenue. Admin investigated and discovered that there were numerous challenges to build 120 temporary ramps within two days as each curb is different.</p>	<p>H. Craig to pass on feedback to the election office.</p> <p>H. Craig will pass on feedback to ETS.</p> <p>Z. Weeks to look for contact name and A. Szafranski to draft a response to them</p>
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- ii. Administration followed up with the Business Association in Strathcona and City Administration.
- iii. To meet new business needs patios have extended onto the sidewalk and because they are temporary they do not need to meet building code. Temporary patios will close in October.
- iv. A report will go to Council on the temporary patios bylaw in April 2022. Further options could be to move patios onto the street. AAC Administration will continue to follow up with City Administration before the report goes to Council in April.

**6. New Business**

- 1) Move AAC October meeting
  - i. Our next AAC meeting is on Thanksgiving (October 11, 2021).
  - ii. Administration is proposing to move the date to October 18, 2021.
- 2) AAC meetings (in person/virtual)
  - i. AAC members took a poll on Google meet and agreed to keep meeting virtually due to COVID-19 for the rest of 2021.

C. Lamoureux to send out a doodle poll.

**7. Administrative/Executive Update**

- 1) SISI Team Lead introduction
  - i. Welcome to Social Identity and Social Inclusion new team lead, Sevan Beukian.
- 2) AAC [Code of Conduct - draft/CoE Council approved Code of Conduct](#)
  - i. At the August 30, 2021 Council meeting, a Code of Conduct policy was approved for City agencies and committees. This policy comes into effect on January 1, 2022. This Code of Conduct is similar to City Councils.
  - ii. A communication plan will be shared with committee members in the upcoming months.
  - iii. AAC are looking to create a tailored AAC value statement using clear language to ensure it will be accessible. AAC to include language statements. This will complement the CoE Code of Conduct.
- 3) Member attendance
- 4) ETSAB AAC liaison
  - i. ETSAB presented two reports to Council: vulnerable users report and inclusive transit. They made some recommendations:
    - a. The need for more public education on transit
    - b. Setting up a training course for persons with disabilities to use (i.e. having a replica bus)
    - c. ETS introducing a staff position to support new riders

Add to Policy agenda.

Tabled

<p>d. Looking to include more equity seeking groups on ETSAB</p> <ul style="list-style-type: none"> <li>ii. There are two new subcommittee - Safety and Security which will be looking into security concerns with transit. I.e. ETS launched a new transit watch program, where transit users can text (confidentially) if there is something happening on transit. Other ideas would be to improve mobility connectivity on transit and decrease security response times.</li> <li>iii. ETS has a charter bus that they donate to City Hall school participants.</li> <li>iv. Launched the New Bus Network Redesign in April/May 2021. Still waiting on reports back on how effective the redesign has been. If anyone has any further comments, please send them to ETSAB to make the recommendations.</li> <li>v. ETSAB is looking into creating a community partnership with Bent Arrow Healing Society. This is a partnership where community transit outreach teams are paired up with transit peace offers as well as outreach workers in order to help vulnerable users navigate transit as well as reduce altercations on transit and in stations.</li> <li>vi. Z. Weeks will be the liaison between AAC and ETASB.</li> </ul> <p>5) Pivotal Taxi Research - update</p> <ul style="list-style-type: none"> <li>i. Report will be available this week and will attach to the minutes.</li> <li>ii. AAC presented a report to Council in 2019 on the lack of available accessible taxis in Edmonton.</li> <li>iii. Since then, the AAC and Administration have been working with Vehicle for Hire to come up with actions to improve the accessible taxi service based problems.</li> <li>iv. Vehicle for Hire recruited Pivotal to do research on accessible taxis in Edmonton. They interviewed three different companies and nineteen individual drivers. They also utilized and built upon the municipal scan that the AAC created.</li> <li>v. Pivotal did in-depth interviews with Calgary, Winnipeg, and San Francisco with a literature review of seven to eight cities across Canada.</li> <li>vi. Vehicle for Hire wants to come to AAC in October / November on the next steps and how to move forward.</li> </ul> <p>6) Accessible Housing Report - Leger</p> <ul style="list-style-type: none"> <li>i. H. Craig received the draft report from Leger. There is a project team meeting on thursday, then the draft report will be shared with AAC members.</li> <li>ii. Housing staff is interested in this report and looking to engage on Policy C602 and accessible housing.</li> </ul> <p><b>8. Other Committee Work</b></p> <p>1) Intake update</p>	<p>Put on the October agenda for review of the report from Pivotal.</p>
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<ul style="list-style-type: none"> <li>i. Ribbon of Green staff came to present to Intake and provided an update. Reviewed Ribbon of Green’s principles and goal statements.</li> <li>ii. AAC members reviewed and provided feedback.</li> <li>iii. They will return to update the AAC again.</li> </ul> <p>2) Policy Review update</p> <ul style="list-style-type: none"> <li>i. Policy members reviewed and updated the AAC Checklist for updates to align with the COE’s Access Design guide.</li> <li>ii. It is now being reviewed by the Access Design Guide team. Administration will send it off for design and then bring it back to Policy for final feedback.</li> </ul> <p>3) Community Engagement update</p> <ul style="list-style-type: none"> <li>i. Community Engagement has been working independently on an AAC election presentation. The first presentation will be given on September 14, 2021. There may be an additional presentation for mayoral candidates.</li> <li>ii. Waiting for the report from Parados on the Strategic Social media framework.</li> </ul> <p><b>9. AAC Calendar</b></p> <p><b>10. Round Table/Social Media</b></p>	
<p><b>11. Adjournment</b></p> <p>The meeting adjourned at 6:04 pm.</p> <p><b>Next Accessibility Advisory Committee meeting will be TBD.</b></p>	