



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**ACCESS AWARENESS COMMITTEE**

**A G E N D A**

September 17, 2008  
4:00 p.m. Wurtele Room

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**1. CALL TO ORDER**

**2. LATE ITEMS**

**3. APPROVAL OF THE AGENDA**

**4. APPROVAL OF MINUTES**

(1) Minutes of the Access Awareness Committee meeting, June 18, 2008 Pg 1 – 5

**5. OLD BUSINESS**

(1) Report on Meeting with Darin Ramsey at BC Transit, April 8, 2008  
(2) Buccaneer Days / Access Awareness Day

**6. REPORTS FROM SUB-COMMITTEES**

(1) Measuring – Up Sub-Committee Update

**7. COMMITTEE ANNOUNCEMENTS / REPORTS**

**8. NEXT MEETING**

**9. ADJOURNMENT**



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**MINUTES  
ACCESS AWARENESS COMMITTEE**

**Wednesday, June 18, 2008  
4:00 P.M.**

**Council Chamber, Esquimalt Municipal Hall**

**PRESENT:** Councillor Barbara Desjardins (Chair)  
Councillor Don Linge  
Maureen Mitchell-Starkey, Parks and Recreation Commission Representative  
(Arrived 4:17 p.m.)  
Barbara Amberstone, Community Representative (Departed 5:00 p.m.)  
Walter Gattinger, Esquimalt Legion Representative  
Joe Buczkowski, Community Representative  
Mia Shinbrot, Community Representative  
Brian Gray, Community Representative  
Meagan Duncan, Community Representative

**STAFF:** Gilbert Coté – Director of Engineering and Public Works (Staff Liaison)  
Andy Katschor – Parks Manager (Staff Liaison)  
Deborah Liske – Recording Secretary

**REGRETS:** Emmy Labonté, Community Representative

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**1. CALL TO ORDER**

Councillor Desjardins called the meeting to order at 4:03 p.m.

**2. LATE ITEMS**

The following late items were introduced:

Add to Agenda item **6. NEW BUSINESS (2)** Buccaneer Days

Add new Agenda item **8 COMMUNICATIONS (1)** Creating Welcoming and Prosperous Communities Forum

Add to new Agenda item **8 COMMUNICATIONS (2)** 10 By 10

**3. APPROVAL OF THE AGENDA**

Moved by Councillor Linge, seconded by Mia Shinbrot that the agenda of the Access Awareness Committee meeting of June 18, 2008 be approved with the inclusion of the late agenda items.  
The motion **CARRIED**.

**4. APPROVAL OF MINUTES**

Moved by Barbara Amberstone, seconded by Joe Buczkowski that the minutes of May 21, 2008 be approved as presented.  
The motion **CARRIED**.

## 5. OLD BUSINESS

- (1) Access Awareness Community Survey Results
  - (a) Municipal Signage Color and Layout Suggestions

The Director of Engineering and Public Works presented the Committee with samples of the current municipal street signs and the proposed new signs that are currently under development. It was noted that the new signs will have a reflective background and will utilize the highway clearview font which is a standard for the Ministry of Transportation. The municipality is proposing to start replacing signs as required with approximately fifty new signs currently in need of replacement. It was further noted that the municipality would like to continue utilizing black lettering on a white background.

The Committee discussed the old and new signs and noted the new signs are an improvement with the reflective background and larger font size. A Committee member enquired as to whether the hundred block will be noted on the new signs. The Director of Engineering and Public Works will confirm whether it is intended to have that included.

Moved by Joe Buczkowski, seconded by Maureen Mitchell-Starkey that the Access Awareness Committee recommends that the Township of Esquimalt proceed with the development and implementation of the conceptual street signs as presented to the Committee and that signs be replaced as required.

The motion **CARRIED**.

## 6. NEW BUSINESS

- (1) Access Town Website (Deferred from May 21, 2008 meeting)

Brian Gray reported to the Committee that the Access Town website only contains information pertaining to Victoria. It was also noted that the website is not currently being maintained and that he is unsure of its current status. The website was designed to provide information on accessibility – what is accessible and what is not. Mr. Gray noted that the Access Town website could be utilized as a model if Esquimalt wanted to include this type of information on the new Municipal website. It was further suggested that Esquimalt develop their own informational site rather than be included with Access Town.

The Committee discussed the concept of designing an Esquimalt version of “Access Town.” The following comments and suggestions were noted:

- A link to the Esquimalt municipal website be included on the Access Town website.
- The Esquimalt Chamber of Commerce be approached to assist with the coordination of the information for the website.
- An audit would need to be conducted of accessible areas in Esquimalt. It was suggested that the Committee explore possible grant funding that could be available to apply for to assist in covering the costs associating with hiring someone who has first hand knowledge of accessibility issues to complete the audit.
- The development of a questionnaire for businesses to complete on the accessibility of their business.
- The developer of Access Town be invited to a future meeting of the Access Awareness Committee to provide a presentation on how he gathered information for the site.

Moved by Councillor Linge, seconded by Walter Gattinger that a letter be forwarded to the Esquimalt Chamber of Commerce requesting their assistance in assisting the Access Awareness Committee in contacting local businesses to determine their accessibility.

The motion **CARRIED**.

(2) **Buccaneer Days (Late Item)**

Meagan Duncan suggested that the Committee have a display booth at next years Buccaneer Days. Joe Buczkowski confirmed that the Committee would be able to have up to three display tables in the Curling rink. It was noted that this item would be discussed further during the Access Awareness Day Sub-Committee update.

Meagan Duncan also provided the Committee with feedback from a citizen about the placement of the garbage can at the bus stop on the south side of Esquimalt Road by Lampson Street. The citizen noted that she became stuck between the can and the shelter as the can is too close to the shelter. The citizen also voiced a concern over the amount of litter on the ground in the area of Admirals and Esquimalt roads. The Director of Engineering and Public Works will review both items.

A Committee member enquired as to whether all eating establishments in Esquimalt have a garbage can located in front of their premises. The Director of Engineering and Public Works noted that not all eating establishments have garbage cans located in front of their businesses. It was also noted by the Director of Engineering and Public Works that the municipality is reviewing the replacement of all municipal garbage cans.

Committee members suggested that a variety of designs, heights and placements be considered to allow for accessibility.

**7. REPORTS FROM SUB-COMMITTEES**

(1) **Measuring – Up Sub-Committee Update**

Andy Katschor reported that he and Councillor Desjardins recently attended a Measuring Up Committee meeting at Lambrick Park. The grant application process was discussed and it was decided collectively that all Municipalities currently preparing applications for the Measuring Up program would prepare separate applications but in the same manner. It was further reported that an accessibility audit would need to be completed.

Councillor Desjardins reported that Esquimalt has completed some steps necessary in the grant application process. The accessibility audit will be conducted to determine the accessibility needs and requirements for the Community. Money from those municipalities receiving the Measuring Up grant will be pooled to hire a facilitator to conduct the audit. It was also suggested that the Esquimalt Chamber of Commerce be involved in providing information and feedback on accessibility issues and requirements in the municipality.

(2) **Access Awareness Day Sub-Committee Update**

Councillor Desjardins thanked Andy Katschor and members of the Sub-Committee for a wonderful job organizing the event.

Andy Katschor provided the Committee with a brief overview and distributed copies of photographs of the event. Key points of the overview included:

- Event went well with lots of positive energy.
- Mayor Clement attended and officially proclaimed June 7, 2008 as Access Awareness Day in Esquimalt.
- Councillors Desjardins, Linge and Hundleby also attended.
- Committee members Joe Buczkowski, Barbara Amberstone, Maureen Mitchell-Starkey and Mia Shinbrot attended and were very helpful.
- Advertising for the event was placed in the community newspapers, community calendars and municipal website.
- The space utilized at the Recreation Centre was nice and bright and had lots of room to move around.

- Recreation Integration Victoria, Disabled Sailing Association and Community Living Victoria had display tables set up, along with other organizations providing pamphlets and posters.
- Brian Gray provided information on grants available for retrofitting your home to improve accessibility.
- Albert Rual attended and was an excellent resource for visual challenges. Thank you to Ms. Amberstone for inviting Mr. Rual to participate.
- Frank and Arlene Eliuk attended. Mr. Eliuk is disabled and has worked with the Rick Hansen Foundation and provided assistance to participants of the simulation exercises by explaining the many challenges people with mobility issues face. Thank you to Ms. Mitchell-Starkey for inviting Mr. & Mrs. Eliuk to participate.
- Thank you to Committee members Emmy Labonté and Walter Gattinger for assisting with the organization of the event.
- Music was provided by Donny Mack.

Mr. Katschor suggested that a letter of thank you be sent to the organizations that participated in the event.

Moved by Barbara Amberstone, seconded by Meagan Duncan that a letter of thank you be sent to the organizations that participated in the Access Awareness Day event.  
The motion **CARRIED**.

Following the overview by Mr. Katschor the Committee discussed the event.

The Committee discussed the amount of and type of advertising that was utilized for the event. Many felt that not enough advertising was done. It was noted by Mr. Katschor that advertising can be increased for next years' event and that an increase to publicity should attract more individuals to the event.

It was suggested that the Esquimalt Chamber of Commerce be approached to assist in sponsoring the event by having more businesses and organizations participate.

The Committee discussed having the Access Awareness Day event during Buccaneer Days.

Mr. Katschor noted that he felt that the Sports Centre venue would not be appropriate as the building has existing accessibility issues and to hold the event in conjunction with Buccaneer Days could possibly dilute the seriousness and purpose of the Access Awareness event. It was also noted that the mascot of Buccaneer Days consists of a pirate caricature with an eye patch and a wooden leg.

It was noted that Access Awareness Day usually falls the weekend prior to Buccaneer Days. The Committee also discussed holding the event on a different day other than the day designated by SPARC BC.

The Committee discussed both concepts and would like to support an information table at Buccaneer Days and also the Access Awareness Day event that would take place at the Recreation Centre on Access Awareness Day. The Committee would also like to partner with the Esquimalt Chamber of Commerce to assist in highlighting accessibility issues.

This item will be brought back to the September meeting to further discuss ideas and coordination of the event(s).

Each Committee member provided feedback on what they learned from the Access Awareness event: Key points included:

- Recreation Centre bathroom sink tap handles are placed backwards and the length of the taps are too long which makes using awkward and difficult – suggested they be replaced with a more accessible / user friendly model.

- That a visual check of all areas of Municipal buildings be reviewed for possible areas that may require alterations to handicapped features.
- Increased accessibility of weight room equipment is required.
- Increased advertising / promotion of the event.
- Recreation Centre designated handicapped parking stalls are not wide enough to accommodate an accessible van with a side dismounting ramp. Suggested that specific parking spots be created at the end of rows that are an additional three metres wider than the present designated handicapped spots to accommodate the side dismounting ramps.

Ms. Mitchell-Starkey noted that Mr. Eliuk is interested in joining the Access Awareness Committee. Councillor Desjardins extended an invitation to Mr. Eliuk to attend the September meeting of the Access Awareness Committee to provide a presentation on accessibility challenges.

## 8. COMMUNICATIONS

- (1) Creating Welcoming and Prosperous Communities Forum (**Late Item**)

Councillor Desjardins reviewed the forum information with the Committee.

- (2) 10 By 10 Challenge (**Late Item**)

Councillor Desjardins provided the information to Committee members.

Moved by Walter Gattinger, seconded by Maureen Mitchell-Starkey that the Communications be received.

The motion **CARRIED**.

## 9. COMMITTEE ANNOUNCEMENTS / REPORTS

Joe Buczkowski reported that the Parklands neighborhood does not have sidewalks or benches at bus stops. It was further reported that many individuals that require the use of wheelchairs and motorized scooters currently utilize the side of the road on Hutchinson Avenue due to the roughness of the sidewalk along that corridor. The speed of traffic and the use of the side of the road by individuals in wheelchairs and motorized scooters is a concern. An enquiry was made as to whether the Committee could rectify this situation. The Committee discussed. A Committee member suggested that the bike lane be utilized and that individuals face traffic when travelling.

## 10. NEXT MEETING

The next meeting of the Access Awareness Committee will take place on Wednesday, September 17, 2008 at 4:00 p.m. in the Wurtele Room at the Esquimalt Municipal Hall.

## 11. ADJOURNMENT

Moved by Maureen Mitchell-Starkey, seconded by Meagan Duncan that the meeting adjourn at 5:31 p.m.

The motion **CARRIED**.

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Councillor Barbara Desjardins, Chair

This      day of                      , 2008