



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

**MINUTES
ACCESS AWARENESS COMMITTEE**

**Wednesday, April 22, 2009
4:00 P.M.**

Council Chambers, Esquimalt Municipal Hall

- PRESENT:** Councillor Don Linge (Vice Chair)
Councillor Meagan Brame
Emmy Labonté
Meagan Duncan
Joe Buczkowski
Paul Newcombe
Barbara Amberstone
Brian Gray
Lorne Argyle
Steve Segal – BC Transit
- STAFF:** Andy Katschor – Parks Manager (Staff Liaison)
Gilbert Coté – Director of Engineering and Public Works (Staff Liaison)
Deborah Liske – Recording Secretary
- GUEST:** Mayor Barbara Desjardins (Arrived 4:47 p.m.)
Mia Shinbrot

1. CALL TO ORDER

Vice Chair Linge called the meeting to order at 4:05 p.m.

2. LATE ITEMS

There were no late items.

3. APPROVAL OF THE AGENDA

Moved by Councillor Brame, seconded by Barbara Amberstone, that the agenda of the Access Awareness Committee meeting of April 22, 2009 be approved as presented.
The motion **CARRIED**.

4. INTRODUCTIONS

Roundtable introductions took place.

5. GREETINGS FROM MAYOR DESJARDINS

The Recording Secretary reported that Mayor Desjardins was running late from a prior appointment and would be in attendance as soon as possible.

6. APPROVAL OF MINUTES

Moved by Councillor Brame, seconded by Brian Gray that the minutes of the Access Awareness Committee meeting of October 15, 2008 be approved as presented.
The motion **CARRIED**.

7. OLD BUSINESS

(1) Measuring Up Grant for Facilities Audit

The Acting Director of Parks and Recreation provided an update and a brief overview of the facilities audit Measuring Up grant. The Township of Esquimalt was successfully awarded a \$20,000 grant from the provincial Measuring Up program. The grant will be utilized to hire a consultant to complete an accessibility audit to identify accessibility barriers in the community, with a focus on municipal buildings, public spaces and businesses.

Some committee members expressed concerns about the consultant selection process and requested that committee members be included in the process when selecting the consultant. The Acting Director of Parks and Recreation reassured committee members that those who have responded to the request for proposals to date are very knowledgeable of all issues concerning accessibility. The Acting Director of Parks and Recreation also noted that he will provide for an opportunity for committee members to review the submissions prior to completion of the selection process.

A committee member noted that the Esquimalt Public Safety Building lacks accessibility. It was noted by the Acting Director of Parks and Recreation that the accessibility audit will address those concerns by identifying those types of barriers.

A committee member enquired whether additional funding was available through the provincial 10 by 10 program. The Acting Director of Parks and Recreation acknowledged that the municipality is participating in the 10 by 10 program.

8. NEW BUSINESS

(1) Review of Committee Terms of Reference (TOR)

Vice Chair Linge requested committee members to review the terms of reference for any suggested amendments. It was noted by the Acting Director of Parks and Recreation that letters have been sent to the Esquimalt and Songhees First Nations regarding the community liaison appointments.

It was noted by Vice Chair Linge that all meetings of the Access Awareness Committee are open to the public and that observers may speak only upon approval of the committee.

(a) 2008 Year End Final Report

The Access Awareness Committee terms of reference requires that a final report describing the committee's activities and accomplishments of the previous year be prepared and presented to Council. The Acting Director of Parks and Recreation will prepare the 2008 year end final report.

(2) Membership List Contact Information

A confidential membership contact list was distributed to committee members with the request that any revisions be provided to the Recording Secretary for updating prior to redistribution.

(3) Committee Member Interests – What Each Member Brings to the Table

Committee members with personal accessibility / mobility issues provided personal insight into the challenges of accessibility. Those committee members who do not have accessibility / mobility issues noted that they would like to bring new perspectives and ideas to the committee.

(4) Meeting Schedule Dates and Times

The Access Awareness Committee will meet on a monthly basis on the second Wednesday of the month. Meetings will start at 4:00 p.m. and will be held in the Council Chambers. As per the committee terms of reference, the committee will not meet in the months of July, August and December.

(5) Agenda Items and Distribution

Committee members discussed agenda distribution and determined that they would like to continue to pick-up their agenda packages at reception at the Recreation Centre.

(6) Sidewalk and Crosswalk Projects for 2009

The Director of Engineering and Public Works provided the committee with an update on the status of upgrades to municipal sidewalk ramps. It was reported that a new design has been developed to eliminate the lip and improve orientation. The objective is to complete upgrades to as many sidewalk ramps along Esquimalt Road as budget allocations allow. The Director of Engineering and Public Works distributed a list of ramps for potential upgrade and requested that committee members review to provide a prioritized list at the next meeting.

Mayor Desjardins arrived at the meeting at 4:47 pm

The Director of Engineering and Public Works reported that a new crosswalk is scheduled to be installed on Esquimalt Road between Foster and Grafton Streets and the municipality is currently reviewing upgrading the crosswalk on Esquimalt Road near Constance Avenue. It was further noted by the Director of Engineering and Public Works that crosswalks cannot be placed on a curve in the road due to the restriction of visibility.

A committee member enquired if a sidewalk would be installed on Parklands Drive. The Director of Engineering and Public Works noted that the municipality has applied for a grant for new sidewalk construction. Construction of any new sidewalks is contingent on the outcome of the grant application.

GREETINGS FROM MAYOR DESJARDINS

Vice Chair Linge welcomed Mayor Desjardins to the meeting.

Mayor Desjardins welcomed committee members and thanked them for their participation on the committee. Mayor Desjardins noted the enthusiasm of committee members and their dedication to help make Esquimalt a more accessible community.

(7) Work Plan Discussion

- (a) Sub-committees
 - (i) Measuring – Up

The Acting Director of Parks and Recreation suggested that there no longer be a Measuring – Up sub-committee and that the committee as a whole discuss any items pertaining to measuring-up. A committee member was concerned that this would result in the committee loosing focus on other initiatives. The Acting Director of Parks and Recreation noted that if needed, additional meetings could be held to discuss Measuring – Up activities in more detail.

- (ii) Access Awareness Day
 - Access Awareness Day Information

The Acting Director of Parks and Recreation suggested that the committee continue with a sub-committee to organize activities for access awareness day. The Acting Director of Parks and Recreation, Meagan Duncan, Paul Newcombe and Brian Gray will make up the sub-committee.

The Acting Director of Parks and Recreation noted that the activities organized for the 2008 event can be re-created for both June 6th and June 12th of this year.

Mayor Desjardins acknowledged the great success of the event last year.

The Acting Director of Parks and Recreation will contact members to schedule a sub-committee meeting and report back to committee members on the progress at the next meeting.

(iii) **Buccaneer Days**

The committee discussed organizing a booth at Buccaneer Days. It was suggested that the committee have a booth / table in the curling rink to provide information to the public about the committee and accessibility. It was noted that committee members would be required to commit to manning the booth. It was further noted that volunteers from outside the committee are welcome to assist at committee organized events.

9. COMMUNICATIONS

- (1) Transition Magazine, BC Coalition of People with Disabilities, Winter 2008 Edition

The communications item was received for information.

10. ELECTIONS

- (1) Elections of Chair and Vice Chair

Vice Chair Linge opened the floor to nominations for Chair. Brian Gray was the only nomination received for chair. Brian Gray was appointed to the position of Chair of the Access Awareness Committee by acclamation.

Vice Chair Linge opened the floor to nominations for Vice Chair. Councillor Linge was the only nomination received for vice chair. Councillor Linge was appointed to the position of Vice Chair of the Access Awareness Committee by acclamation.

11. NEXT MEETING

The next meeting of the Access Awareness Committee will take place on May 13, 2009.

12. ADJOURNMENT

Moved by Councillor Brame, seconded by Meagan Duncan, that the meeting adjourn at 5:22 p.m. The motion **CARRIED**.

Brian Gray, Chair

This 13th day of May, 2009