



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**ACCESS AWARENESS COMMITTEE  
A G E N D A**

September 9, 2009  
4:00 p.m., Council Chambers

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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 10, 2009 Pg 1 – 4

**5. OLD BUSINESS**

(1) Measuring Up Facilities Audit

(2) 10 By 10 Program

**6. NEW BUSINESS**

(1) Engineering and Public Works Staff Liaison

**7. NEXT MEETING**

**8. ADJOURNMENT**



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**MINUTES  
ACCESS AWARENESS COMMITTEE**

**Wednesday, June 10, 2009  
4:00 P.M.**

**Council Chambers, Esquimalt Municipal Hall**

**PRESENT:** Brian Gray – Chair  
Councillor Don Linge – Vice Chair  
Councillor Meagan Brame  
Paul Newcombe  
Barbara Amberstone  
Meagan Duncan  
Lorne Argyle

**STAFF:** Andy Katschor – Parks Manager (Staff Liaison)  
Deborah Liske – Recording Secretary

**REGRETS:** Emmy Labonté  
Joe Buczkowski  
Steve Segal – BC Transit  
Gilbert Coté – Director of Engineering and Public Works (Staff Liaison)

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**1. CALL TO ORDER**

Chair Gray called the meeting to order at 4:02 p.m.

**2. LATE ITEMS**

The following late item was introduced:

1. Add to New Agenda item **7. COMMUNICATIONS** (1) Letter from the BC Coalition of People with Disabilities, dated May 28, 2009, Re: Use of Cell Phones and Other Handheld Devices While Operating a Motor Vehicle

**3. APPROVAL OF THE AGENDA**

Moved by Lorne Argyle, seconded by Councillor Brame, that the agenda of the Access Awareness Committee meeting of June 10, 2009 be approved as amended with the inclusion of the late agenda item.

The motion **CARRIED**.

**4. APPROVAL OF MINUTES**

Moved by Lorne Argyle, seconded by Barbara Amberstone, that the minutes of the Access Awareness Committee meeting of May 13, 2009 be approved as presented.

The motion **CARRIED**.

**5. OLD BUSINESS**

- (1) Measuring Up Facilities Audit  
(a) Request for Proposals

The Acting Director of Parks and Recreation reported that responses were received for the request for proposals for the facilities audit; SPARC BC was the successful proponent.

The Acting Director of Parks and Recreation noted that progress updates will be provided to the committee. The Acting Director of Parks and Recreation reviewed the purpose of the audit with the committee. The purpose of the audit is to identify accessibility barriers in the community, with a focus on municipal buildings, public spaces and businesses located within the village core. The grant moneys will also provide for funding to implement some of the findings of the audit. The audit will be a universal audit and will not be restricted to only addressing accessibility barriers. A committee member noted that the audit needs to include all types of disability barriers, including, mobility, visual and hearing.

The committee discussed the need for an elevator to the second floor of the fitness area of the Recreation Centre. The Acting Director of Parks and Recreation noted that these types of items can be identified by the audit. The Acting Director of Parks and Recreation reported that he will advise the committee of the commencement date of the audit.

- (2) Low Cost Loans for Housing Related Infrastructure Projects

Chair Gray reported that the informational material will be available at the committee booth at Buccaneer Days.

- (3) 10 By 10 Program [Toolkit Distributed Separately]

The committee discussed the 10 by 10 program toolkit noting that the toolkit contains an extensive amount of information.

Chair Gray suggested that the accomplishments and successes of other municipalities in the 10 by 10 program be researched.

The committee discussed the next steps in the 10 by 10 challenge that the Township of Esquimalt can work towards completing as well as committee accomplishments to date.

The Acting Director of Parks and Recreation noted that this committee has developed, contributed and or participated in the following initiatives:

- Access Awareness Day
- Measuring Up Program (proclamation, registration, commenced audit)
- Sidewalk Ramps

The Acting Director of Parks and Recreation noted that the audit is required to be completed by August 15<sup>th</sup>.

Committee members continued discussion of the 10 by 10 program. It was suggested that the municipal strategic plan include accessibility.

Chair Gray requested that the accomplishments/successes of the committee be added/updated on the 10 by 10 website. It was further suggested that a link be added to the municipal website to direct individuals to the 10 by 10 challenge website. The Acting Director of Parks and Recreation will coordinate.

A committee member enquired if the municipality employs individuals with disabilities. The committee discussed the benefits of employing and including individuals with disabilities in the workplace. It was noted that one challenge for those with disabilities is the difficulty in working a regular work day and work week; concessions and flexibility are sometimes required.

Moved by Councillor Brame, seconded by Barbara Amberstone, that the Access Awareness Committee recommends that Council request the Human Resources Manager to prepare a report on the current hiring practice of the Township of Esquimalt of individuals with disabilities.

The motion **CARRIED**.

(4) Buccaneer Days Booth

The committee discussed the buccaneer days booth, noting that volunteers were required to staff the booth over the weekend. Chair Gray and Lorne Argyle will set up the display on Friday night.

(5) Accessible Suites

Chair Gray noted that information about accessible suites will be available at the Buccaneer Days booth; this information will compliment the secondary suite presentation being coordinated by the municipality. Chair Gray stressed the importance of individuals being made aware that funding is available for those interested in creating accessible secondary suites.

Councillor Linge suggested that a copy of the material be provided to members of Council and the Director of Development Services as it may provide ideas and be beneficial for discussions while working through the secondary suite issue. Chair Gray will provide the information to the Recording Secretary for distribution to Council and the Development Services department.

**6. NEW BUSINESS**

(1) Access Awareness Day Report

The Acting Director of Parks and Recreation provided the committee with a report of the Access Awareness Day event. Councillor Brame and Councillor Linge were in attendance as well as the Disability Resource Centre; Capital Mental Health and the Alliance for Blind Canadians. These organizations also provided informational materials. Attendance was not as high as expected and because of the poor turnout, it was suggested that the committee not host an event in 2010. It was suggested that activities be limited to officially proclaiming the day; displaying the banner and displaying informational materials at Buccaneer Days. It was noted that those in attendance provided good feedback.

Councillor Linge suggested (if the committee decides to continue to host an Access Awareness day event) that the location needs to be where people are (such as the plaza) so they can be involved and participate in the accessibility challenges.

The committee discussed ideas for Access Awareness Day suggesting the following:

- Located where people can interact with the event
- Organize accessibility challenges – obstacle course
- Arrange guide dogs to attend
- Coordinate book display in library

It was noted that feedback was received from some attendees at the 2008 event that they found the accessibility challenges to be distasteful. It was further noted that planning of events such as this take an extensive amount of time and commitment.

Councillor Linge suggested that the committee start discussions at the October meeting in order to start preparations for a 2010 event.

**7. COMMUNICATIONS**

- (1) Letter from the BC Coalition of People with Disabilities, dated May 28, 2009, Re: Use of Cell Phones and Other Handheld Devices While Operating a Motor Vehicle (**Late Item**)

Moved by Councillor Brame, seconded by Paul Newcombe, that the communication item be received.  
The motion **CARRIED**.

**8. NEXT MEETING**

The next meeting of the Access Awareness Committee will take place on September 9, 2009.

**9. ADJOURNMENT**

Moved by Councillor Brame, seconded by Meagan Duncan, that the meeting adjourn at 5:15 p.m.  
The motion **CARRIED**.

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Brian Gray, Chair

This      day of                      , 2009