



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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

November 4, 2009
4:00 p.m., Council Chambers

1. CALL TO ORDER

2. INTRODUCTIONS

- (1) Jeff Miller, Director of Engineering and Public Works – Staff Liaison
- (2) Wanda Laroux – BC Transit Representative

3. LATE ITEMS

4. APPROVAL OF THE AGENDA

5. APPROVAL OF MINUTES

- (1) Minutes of the Access Awareness Committee meeting, September 9, 2009 Pg 1 – 3

6. OLD BUSINESS

- (1) Measuring Up Facilities Audit
 - (a) Development of “Gold Star” Program
 - (b) Grant Priorities

7. NEW BUSINESS

- (1) 2010 Access Awareness Days Preparations
- (2) Transit Developments
 - (a) Routes
 - (b) Bus Shelters
- (3) Report from UBCM – Councillor Brame

8. NEXT MEETING

9. ADJOURNMENT



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

**MINUTES
ACCESS AWARENESS COMMITTEE**

Wednesday, September 9, 2009
4:00 P.M.
Council Chambers, Esquimalt Municipal Hall

PRESENT: Brian Gray – Chair
Councillor Meagan Brame
Paul Newcombe
Lorne Argyle
Emmy Labonté

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

REGRETS: Meagan Duncan
Councillor Don Linge – Vice Chair
Barbara Amberstone
Joe Buczkowski

1. **CALL TO ORDER**

Chair Gray called the meeting to order at 4:03 p.m.

2. **LATE ITEMS**

The following late item was introduced:

1. Add to New Agenda item **6. NEW BUSINESS** (2) Sidewalks

3. **APPROVAL OF THE AGENDA**

Moved by Councillor Brame, seconded by Lorne Argyle, that the agenda of the Access Awareness Committee meeting of September 9, 2009 be approved as amended with the inclusion of the late agenda item.
The motion **CARRIED**.

4. **APPROVAL OF MINUTES**

Moved by Councillor Brame, seconded by Emmy Labonté, that the minutes of the Access Awareness Committee meeting of June 10, 2009 be approved as presented.
The motion **CARRIED**.

5. **OLD BUSINESS**

- (1) Measuring Up Facilities Audit

Andy Katschor, Parks Manager distributed a copy of the Accessibility Audit report to committee members. Mr. Katschor noted his happiness with the outcome of the audit and by the amount of participation by the committee and the community. It was further

noted that SPARC was impressed with the level of participation by the committee during the review of the preliminary findings and also of the commitment of the municipality and the community to acknowledge and address accessibility issues. The audit process and report has provided the framework for individuals to become self auditors and assess accessibility challenges from a new perspective. SPARC recommends that businesses within the community that have achieved excellence in accessibility be acknowledged on Access Awareness Day.

Councillor Brame suggested that the Esquimalt Chamber of Commerce be contacted to partner in the excellence awards.

Andy Katschor noted there is money remaining from the grant that can be utilized to complete some recommendations listed in the report. Mr. Katschor will review the prioritized audit recommendations, determine the most cost effective items to be completed and report back at the next meeting. Mr. Katschor further noted that many of the recommendations will not require spending money to rectify.

Chair Gray enquired whether any of the recommendations fall within the parameters of municipal maintenance budgets and if so, could the costs associated with completing the recommendations come from the appropriate municipal budget. Chair Gray also suggested that the committee explore other funding resources such as grants to complete more items on the priority list. Chair Gray further noted their may be items that were not included in the audit that could be added and that have the potential to be completed through the receipt of donations or grants.

Councillor Brame noted that the report includes a section with information on funding and programs for accessibility.

Paul Newcombe noted his satisfaction with the selection of SPARC to complete the audit.

Committee members requested that Council and the Esquimalt Chamber of Commerce receive a copy of the report, as well have copies available for the public. Andy Katschor noted the report will be posted on the municipal website and a news release will also be distributed. A committee member suggested that notification of the report be included in the Experience Esquimalt section of the Victoria news.

Chair Gray suggested that a press release be distributed recognizing the businesses that achieved a high level of accessibility.

It was suggested that the committee explore the concept of purchasing and distributing "gold star" stickers for businesses that have achieved a gold or higher rating of accessibility. Andy Katschor noted that the gold star recipients will be listed on a website that is highly utilized by those with disabilities. Mr. Katschor further noted that he likes the idea of acknowledging recipients on Access Awareness Day as it will provide for another activity to highlight the day and will include more participation by local businesses and the Esquimalt Chamber of Commerce. The development of a "Gold Star" program will be discussed further at the next meeting.

(2) 10 By 10 Program

Chair Gray enquired as to whether the committees 10 by 10 accomplishments were included on the municipal website. Andy Katschor noted that the Access Awareness Committee minutes are posted on the website along with any related press releases. Mr.

Katschor further noted that the Township of Esquimalt is listed as a participating municipality on the 10 by 10 website. Chair Gray noted that it is possible to include additional information on the 10 by 10 website. Andy Katschor noted that he will direct the Communications Coordinator to forward any relevant material to the 10 by 10 website. It was also requested that a link be placed on the municipal website to the 10 by 10 website.

Councillor Brame will follow up on the committee recommendation for a report on the hiring practice of individuals with disabilities and report back at a future meeting.

Chair Gray will attempt to get statistics on Esquimalt residents with disabilities who either have obtained a job or would be interested in obtaining a job in Esquimalt.

6. NEW BUSINESS

(1) Engineering and Public Works Staff Liaison

Andy Katschor reported that Gilbert Cote, Director of Engineering and Public Works and staff liaison to the Access Awareness Committee is no longer working for the Township of Esquimalt and the liaison vacancy has been brought to the attention of management.

(2) Sidewalks (**Late Item**)

Chair Gray requested an update on the status of the sidewalk grinding project. Andy Katschor will make enquiries and report back to the committee.

Councillor Brame reported that an area on Lampson Street has bushes that overhang the sidewalk. Andy Katschor noted that Streets and Traffic Regulation Bylaw No. 2607 has a section that covers the requirement of the owner to trim or cut back any vegetation that may obstruct the sidewalk. Once a complaint has been received by the municipality the owner is notified by letter of the requirement for corrective action within a specified timeframe.

Chair Gray reviewed an email request from a resident for the placement of a sidewalk on Woodway Road.

Moved by Lorne Argyle, seconded by Councillor Brame that the email be received.
The motion **CARRIED**.

7. NEXT MEETING

The next meeting of the Access Awareness Committee will take place on October 14, 2009.

8. ADJOURNMENT

Moved by Lorne Argyle, seconded by Councillor Brame that the meeting adjourn at 5:00 p.m.
The motion **CARRIED**.

Brian Gray, Chair

This day of , 2009
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