



CORPORATION OF THE TOWNSHIP OF ESQUIMALT
MINUTES
ACCESS AWARENESS ADVISORY COMMITTEE

Wednesday, March 10, 2010
4:00 P.M.
Council Chambers, Esquimalt Municipal Hall

PRESENT: Brian Gray – Chair
Lorne Argyle – Vice-Chair
Councillor Meagan Brame
Councillor Don Linge (Arrived 4:04 p.m.)
Emmy Labonté
Eleanor Calder
Daniel Jenkins
Paul Newcombe
Bob McKie – Parks and Recreation Advisory Committee Representative

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

REGRETS: Barbara Amberstone
Wanda Le Roux – BC Transit

1. CALL TO ORDER

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

2. LATE ITEMS

The following late items were introduced:

1. Add **6. NEW BUSINESS** (1) Grant Application to agenda and renumber accordingly.
2. Add **9. COMMUNICATIONS** (1) Inspired, Fall 2009, Vol. 3, No. 2 to agenda and renumber accordingly.

Councillor Linge arrived at the meeting (4:04 p.m.)

3. APPROVAL OF THE AGENDA

Moved by Bob McKie, seconded by Eleanor Calder that the agenda of the Access Awareness Advisory Committee meeting of March 10, 2010 be approved as amended with the inclusion of the late agenda items.
The motion **CARRIED**.

4. APPROVAL OF MINUTES

Moved by Councillor Brame, seconded by Lorne Argyle that the minutes of the Access Awareness Advisory Committee meeting of February 10, 2010 be approved as presented.
The motion **CARRIED**.

5. OLD BUSINESS

- (1) From the January 21, 2010 Access Awareness Advisory Committee meeting – Review of Committee Terms of Reference
 - (a) Memorandum from Carollyne Evans, Manager of Corporate Services, dated February 24, 2010, Re: Terms of Reference

Chair Gray reviewed the memorandum from Carollyne Evans, Manager of Corporate Services, noting Council resolved to amend the Access Awareness Advisory Committee terms of reference to include the Parks and Recreation Advisory Committee representative as a voting member. Council further resolved to maintain the BC Transit representative as a non-voting liaison member of the Access Awareness Advisory Committee.

Moved by Councillor Linge, seconded by Councillor Brame that the memorandum be received.

The motion **CARRIED**.

6. NEW BUSINESS

- (1) Parks and Recreation Grant Application (**Late Item**)

Andy Katschor, Staff Liaison, requested the Access Awareness Advisory Committee to support the Esquimalt Parks and Recreation Department grant application to the Union of British Columbia Municipalities for funding to purchase senior friendly outdoor fitness equipment.

Moved by Councillor Brame, seconded by Bob McKie that the Access Awareness Advisory Committee support the grant funding application of the Parks and Recreation Department to the Union of British Columbia Municipalities to purchase senior friendly outdoor fitness equipment.

The motion **CARRIED**.

Mr. Katschor, Staff Liaison, reported public consultation on the location for the equipment will take place if successful in the grant application.

7. REPORTS FROM SUB-COMMITTEES / WORK PLAN ITEMS

- (1) Measuring-Up Gold Star Program

Andy Katschor, Staff Liaison reported the sub-committee has met and has been working on a self administered audit program. Businesses will perform an audit on their business using a more streamlined, user-friendly checklist. The sub-committee will work with the Esquimalt Chamber of Commerce to introduce the self administered accessibility checklist at their January mixer. The revised gold star program will be included on the municipal website after Access Awareness Day, June 5th and will also be included on the Esquimalt Chamber of Commerce website in January. The sub-committee felt the best strategy to get businesses involved in the program was to work in partnership with the Chamber of Commerce.

Mr. Katschor, Staff Liaison reviewed action items the sub-committee will need to complete:

- Invitations to recipients of the gold star program to attend the awards ceremony on Access Awareness Day.
- Provide a list of gold star program award recipients to Council (after the award presentation).

- Include the accessibility checklist with the January 2011 business license mail outs

Mr. Katschor, Staff Liaison circulated two sample gold star awards for the committee to provide feedback on. The sub-committee is open to suggestions.

(2) Access Awareness Day

Andy Katschor, Staff Liaison provided the following sub-committee report:

- Access Awareness Day will take place on Saturday, June 5th from 10:00 a.m. to 2:00 p.m. at the Archie Browning Sports Centre.
- First Arbutus Scouts will be serving coffee and hotdogs outside the sports centre.
- Displays will be set up on one side of curling rink floor.
- Confirmed participants include:
 - CNIB
 - Arthritis Society
 - Disabled Resource Centre
 - Able Tech
 - Human Ware
 - Home Health Centre
 - Esquimalt Neighbourhood House (tentative)
- Sub-committee is working on inviting more participants / organizations to host displays; including those that participated at the Paralympic Torch relay.
- Mayor Desjardins has been invited to attend to officially proclaim June 5th as Access Awareness Day and to also make the presentation of the gold star awards to successful businesses.
- Victoria Wheelchair Rugby has confirmed a demonstration of wheelchair rugby – demonstration to take place in Archie Browning Sports Centre
- Awaiting response from participants to highlight wheelchair curling and soccer – these demonstrations will draw people to the event.
- Sub-committee will be working with the municipal Communications Coordinator to publicize event utilizing posters, media releases and the municipal web site.

A committee member suggested advertising the event in the # 6 and # 10 buses. This will need to be discussed with the BC Transit representative.

(3) Buccaneer Days

Committee members discussed hosting a table at Buccaneer Days and requested a table next to the Celebration of Lights committee. The committee also agreed to highlight the accessible housing survey at the table.

Vice Chair Argyle distributed the draft accessible housing survey and requested feedback from committee members at the next meeting. Incentives, such as draw prizes, were suggested to encourage people to fill out the survey. Draw prizes will need to be organized.

It was suggested that along with the survey, informational material about accessible housing incentives be made available at the table. Chair Gray will research and coordinate.

(4) Accessible Housing

Chair Gray suggested the committee discuss amendments to comprehensive development (CD) zones to allow for secondary suites. Councillor Linge further suggested the definition of family in the zoning bylaw as it pertains to in-law suites also be examined. Chair Gray will bring forward information from CMHC and a copy of the building code as it pertains to elevators for discussion at the next meeting.

(5) Bylaw Violation Education

Andy Katschor, Staff Liaison reported an article about overhanging branches was included in the latest edition of the Township of Esquimalt's community newsletter, the Esquimalt Current. The article reminds readers that growth of trees and shrubs over a walkway or street creates unsafe conditions by hindering visibility and/or access. Readers are reminded a bylaw is in place that requires residents to trim back all trees, shrubs, hedges and bushes growing over any sidewalk that prevents free use of the sidewalk or street. A phone number for enquires is listed in the article. Mr. Katschor noted the phone has been ringing off the hook with questions and concerns. Mr. Katschor further noted the overhanging branches article will also be featured in the Spring Active Living Guide and an article of a similar nature about snow removal will be included in the Esquimalt Current in the Fall.

Moved by Councillor Brame, seconded by Bob McKie that a letter under Mayor Desjardins signature be forwarded to residents recognizing and commending them for ensuring the safe accessible use of sidewalks and roads by adhering to the bylaw that requires the maintenance of trees, shrubs, hedges and bushes that grow next to sidewalks and roads. The motion **CARRIED**.

Committee members discussed perceived bylaw violations. Committee members were directed to contact bylaw enforcement about bylaw infractions and the engineering department for traffic issues such as parking.

It was requested discussion about street parking that creates obstructions and safety issues be continued at the next meeting.

(6) Paralympic Torch Relay

Vice Chair Argyle distributed and reviewed a report summarizing the Paralympic Torch relay event that took place on March 6th:

- Attendance was much greater than anticipated.
- Esquimalt Lions had to retrieve an additional griddle for the pancake breakfast in order to keep up with demand.
- Some audio problems were encountered with audio speakers being set up facing in to the wind and those addressing the crowd were not holding the microphone close enough in order to be heard.
- 80 posters were distributed; no other advertising done.
- Media attended event, not aware of making it in the news.
- Curling event was well received.

Vice Chair Argyle noted a number of events happen on any given weekend in the capital region creating competition for audiences and media coverage. It was further noted this event did not have a budget and in order for Esquimalt to host successful events, money needs to be contributed, advertising has to be a priority and the media needs to be

encouraged to attend, participate and report the event. Chair Gray did a magnificent job organizing and coordinating the curling exhibition while also participating in the relay as a torch bearer.

Councillor Linge requested Vice Chair Argyle's report be circulated to Council.

Committee members thanked those that assisted with the event for their hard work to make it such a success.

Moved by Bob McKie and seconded by Paul Newcombe that the Paralympic Torch Relay Event report be received and that it be noted the Access Awareness Advisory Committee extends their appreciation to Vice Chair Argyle for his assistance with organizing the event. The motion **CARRIED**.

8. REPORT FROM BC TRANSIT REPRESENTATIVE

Councillor Brame reported Council recently reviewed an update on the Victoria Regional Rapid Transit plan which does not mention rapid transit going through Esquimalt. Councillor Brame circulated a copy of the plan to committee members to review.

9. COMMUNICATIONS

(1) Inspired, Fall 2009, Vol. 3, No. 2 (**Late Item**)

Councillor Brame provided the committee with an overview of CanAssist, the organization that produces the publication Inspired. CanAssist is a program at the University of Victoria that is working to develop innovative technologies, programs and services to make life easier and more rewarding for those with disabilities. Councillor Brame suggested CanAssist be invited to participate at Access Awareness Days. Vice Chair Argyle noted the group was invited to participate at the Paralympic event but were unable to attend.

Moved by Councillor Linge, seconded by Eleanor Calder that the communications item be received.

The motion **CARRIED**.

10. NEXT MEETING

The next meeting of the Access Awareness Advisory Committee will take place on Wednesday, April 14, 2010.

11. ADJOURNMENT

The meeting adjourned at 5:25 p.m.

Brian Gray, Chair

This 14th day of April, 2010