



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**  
**MINUTES**  
**ACCESS AWARENESS ADVISORY COMMITTEE**

**Wednesday, June 9, 2010**  
**4:00 P.M.**  
**Council Chambers, Esquimalt Municipal Hall**

**PRESENT:** Brian Gray – Chair  
Lorne Argyle – Vice-Chair  
Councillor Meagan Brame  
Councillor Don Linge  
Paul Newcombe  
Barbara Amberstone  
Daniel Jenkins  
Bob McKie – Parks and Recreation Advisory Committee Representative

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

**REGRETS:** Emmy Labonté  
Eleanor Calder  
Wanda Le Roux – BC Transit

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**1. CALL TO ORDER**

Chair Gray called the meeting to order at 4:04 p.m.

**2. LATE ITEMS**

The following late item was introduced:

1. Add to Agenda item
5. **REPORTS FROM SUB-COMMITTEES / WORK PLAN ITEMS**
- (6) Update on Municipal Insurance Association Risk Management Grant Program Application

**3. APPROVAL OF THE AGENDA**

Moved by Bob McKie, seconded by Vice Chair Argyle that the agenda of the Access Awareness Advisory Committee meeting of June 9, 2010 be approved as amended with the inclusion of the late agenda item.

The motion **CARRIED**.

**4. APPROVAL OF MINUTES**

Moved by Vice Chair Argyle, seconded by Councillor Brame that the minutes of the Access Awareness Advisory Committee meeting of May 12, 2010 be approved as presented.

The motion **CARRIED**.

## 5. REPORTS FROM SUB-COMMITTEES / WORK PLAN ITEMS

### (1) Measuring-Up Gold Star Program

The Recording Secretary confirmed a memorandum listing businesses that received recognition for achieving a level of excellence in accessibility in the Measuring-Up Gold Star program will be included on an upcoming Council agenda.

Councillor Brame noted she received very positive feedback and appreciation from award recipients that attended the ceremony. Councillor Brame further noted the audit process for the Measuring-Up Gold Star program will change somewhat with businesses being able to self-audit their business. The questionnaire is being revised to be more user-friendly and will be available on the municipal website. Business will submit their audit to the committee and awards will be presented from those self-audits.

Committee members discussed ideas to increase attendance by recipients for the awards presentation. It was suggested award recipients be contacted in advance. It was noted by Andy Katschor, Staff Liaison, that a letter of invitation under Mayor Desjardins' signature was mailed to recipients at the beginning of May and they were also contacted by telephone a week prior to the event.

It was also suggested the awards be presented at a Council meeting the week of Access Awareness Day. Mr. Katschor noted he received feedback that Saturday was not a good day to hold the awards presentation. Mr. Katschor further noted the measuring-up gold star program sub-committee will be reviewing improvements for both the program and awards presentation. Mr. Katschor requested suggestions and ideas be forwarded to him for discussion by the sub-committee who will report back to the committee.

### (2) Access Awareness Day

Vice Chair Argyle and Barbara Amberstone each circulated reports outlining their feedback on the event. Councillor Brame noted the wheelchair rugby was very interesting and the committee may want to consider including additional sports demonstrations at future events.

Moved by Councillor Brame, seconded by Bob McKie, that the Access Awareness Advisory Committee provide an honorarium in the amount of \$ 150.00 to Victoria Wheelchair Rugby to recognize their contribution and participation at the 2010 Access Awareness Day event.

The motion **CARRIED**.

Committee members discussed the event and provided the following feedback:

- A substantial amount of effort and work was put in by committee members and staff to organize event and should be applauded.
- Need to create more interest and a draw to bring people to the event.
- Attendance was not what was expected.
- Disappointed for vendors and organizations for lack of attendance.
- Event was well organized.
- Media needs to be increased (it was noted that the media that did attend arrived late).
- Could not tell anything was going on inside the Sports Centre as no visible exterior signage on building to advertise event.

- Computers worked wonderful for accessible housing survey.
- Move the event to a week day evening, 3:00 – 7:00 p.m.
- Invite vendors / organizations to participate and encourage inviting their contacts.
- Advertise / promote event through vendors / organizations.
- Hard to compete with the first nice Saturday in a long time.
- Piggy back event with something that will create a draw – a home show type of event.
- Determine the target audience and promote the event – able bodied individuals will not attend if there is not something that will interest them.
- Host a more interactive event – more demonstration sports.

Andy Katschor, Staff Liaison noted the sub-committee will evaluate the event and consider new ideas. Mr. Katschor requested suggestions and ideas be forwarded to him for discussion by the sub-committee who will report back to the committee.

### (3) Buccaneer Days

It was noted computers would not be available at the committee booth at Buccaneer Days to complete the accessible housing survey. Paper copies of the survey will be made available for individuals to complete.

Chair Gray noted he was able to acquire information about accessible housing for handouts at the table.

### (4) Accessible Housing

Chair Gray noted the importance of the committee starting work on accessible housing in the fall.

The Recording Secretary noted SPARC BC has an extensive amount of information about accessible community bylaws. The information can be found at [www.sparc.bc.ca/resources-and-publications/category/78-the-accessible-community-bylaws-guide](http://www.sparc.bc.ca/resources-and-publications/category/78-the-accessible-community-bylaws-guide).

### (5) Bylaw Violation Education

Andy Katschor, Staff Liaison noted overhanging branches have been featured and snow removal education will be highlighted on the municipal website and in the municipal newsletter to assist with educating residents of requirements.

Chair Gray suggested an article be written for submission to the municipal newsletter highlighting accessible services offered in the community.

A committee member suggested the municipality work with the Esquimalt Chamber of Commerce to encourage local businesses to supply location information to GPS registries to enhance and encourage tourism.

### (6) Update on Municipal Insurance Association Risk Management Grant Program Application **(Late Item)**

Jeff Miller, Staff Liaison reported a grant application has been submitted to the Municipal Insurance Association Risk Management Grant Program and if the municipality is

successful in receiving a grant it will be used to reduce liability within the Township. Mr. Miller noted the grant monies may be utilized to continue the grinding of sidewalk lips and replacement of sidewalk ramps.

A committee member enquired about the placement of signage for the sidewalk ramp located at the library. Mr. Miller noted he is currently reviewing this item.

**6. REPORT FROM BC TRANSIT REPRESENTATIVE**

Councillor Brame reported the late night bus service has been extended and will start again in September and run until April.

**7. NEXT MEETING**

The next meeting of the Access Awareness Advisory Committee will take place on Wednesday, September 8, 2010.

**8. ADJOURNMENT**

The meeting adjourned at 5:03 p.m.

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Brian Gray, Chair

This 8<sup>th</sup> day of September, 2010