



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**ACCESS AWARENESS ADVISORY COMMITTEE**

**A G E N D A**

October 13, 2010

4:00 p.m.

Council Chambers, Municipal Hall

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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, September 8, 2010 Pg 1 – 5
  5. **NEW BUSINESS**
    - (1) Scent Free Environment
  6. **REPORTS FROM SUB-COMMITTEES / WORK PLAN ITEMS**
    - (1) Measuring-Up Gold Star Program
    - (2) Access Awareness Day
      - (a) 2009 and 2010 Accessibility Survey Results
    - (3) Accessible Housing
      - (a) Accessible Building Checklist
      - (b) Building Accessible Housing Pamphlet
    - (4) Accessible Tourism
      - (a) Accessibility Walking Tours
    - (5) Accessible Employment
  7. **REPORT FROM BC TRANSIT REPRESENTATIVE**
  8. **NEXT MEETING**
  9. **ADJOURNMENT**



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

**Wednesday, September 8, 2010**  
**4:00 P.M.**  
**Council Chambers, Esquimalt Municipal Hall**

**PRESENT:** Brian Gray – Chair  
Lorne Argyle – Vice-Chair  
Councillor Meagan Brame  
Paul Newcombe  
Eleanor Calder  
Bob McKie – Parks and Recreation Advisory Committee Representative  
Darren Ramsey – BC Transit

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

**REGRETS:** Councillor Don Linge  
Emmy Labonté  
Barbara Amberstone  
Daniel Jenkins  
Andy Katschor – Parks Manager (Staff Liaison)  
Wanda Le Roux – BC Transit

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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 Agenda item **8. COMMUNICATIONS** (2) Email from Larry Braes, dated September 8, 2010, Re: Archie Browning Sports Centre

**3. APPROVAL OF THE AGENDA**

Moved by Vice Chair Argyle, seconded by Bob McKie that the agenda of the Access Awareness Advisory Committee meeting of September 8, 2010 be approved with the inclusion of the late agenda item.

The motion **CARRIED**.

**4. APPROVAL OF MINUTES**

Moved by Councillor Brame, seconded by Vice Chair Argyle that the minutes of the Access Awareness Advisory Committee meeting of June 9, 2010 be approved as presented.

The motion **CARRIED**.

5. **NEW BUSINESS**

- (1) Scent Free Environment

Defer this item to the October meeting.

6. **REPORTS FROM SUB-COMMITTEES / WORK PLAN ITEMS**

- (1) Measuring-Up Gold Star Program

Councillor Brame reported the sub-committee will be moving forward with updating / revising the Measuring-Up Gold Star program.

The Recording Secretary reported, in Andy Katschor's absence, that it will be explored to determine if the survey monkey program can be utilized to allow businesses to complete the checklist and submit it online through the municipal website.

The committee will be updated at the October meeting on the progress.

- (2) Access Awareness Day

- (a) Letter from SPARC BC, dated July 5, 2010, Re: Letter of Congratulations

Chair Gray reviewed the letter from SPARC BC with committee members.

- (b) 2009 and 2010 Accessibility Survey Results

Survey results from 2009 and 2010 were circulated to committee members for review. Chair Gray requested committee members review the results and highlight items to discuss further at the next meeting.

Committee members briefly discussed the surveys and requested the results be made available to the public. Councillor Brame recommended the committee submit a report to Council providing an overview of the results with a request they be made available on the municipal website.

Committee members discussed the usefulness of some questions and it was noted the software utilized for the survey can filter specific information if requested.

- (3) Buccaneer Days

This item was deferred to the January meeting for discussion.

- (4) Accessible Housing

- (a) Accessible Building Checklist

Committee members discussed creating / developing an accessible building checklist.

A committee member suggested the committee may want to explore developing a visitability checklist. A visitability checklist would review the level of accessibility for those that are visiting a location so the location is accessible and inclusive.

Chair Gray enquired if the Township of Esquimalt has existing accessibility checklists. Jeff Miller, Staff Liaison will enquire with the Development Services Department and report back to the committee.

Councillor Brame suggested the committee develop of a pamphlet outlining the benefits of building accessible housing. Committee members discussed the idea and determined the pamphlet could include:

- statistics;
  - number of current accessible residences,
  - number needed in the community,
- advise of incentives,
- provide positive reasons to create accessible housing,;
- benefits to the community.

Committee members discussed necessary modifications to the BC Building Code to improve accessibility.

Chair Gray will draft an accessibility pamphlet to review at the next meeting.

(5) Municipal Insurance Association Risk Management Grant Program Application

Jeff Miller, Staff Liaison reported the Township of Esquimalt received a grant from the MIA Risk Management Grant Program and has utilized some of the funds to repair a sidewalk ramp near Foster Street and Esquimalt Road. Mr. Miller reported the Public Works Department will also be reviewing trip hazards in the sidewalk network for any required corrections. Mr. Miller further reported the prioritized list of sidewalk ramps and lips provided by the committee has been completed. Mr. Miller requested committee members to advise of any trip hazards in sidewalks.

Mr. Atilla Szabo, who was in attendance in the audience, noted he provided a list of trip hazards to the municipality about three months ago.

Mr. Miller noted there is a priority rating that determines a trip hazard level in a sidewalk, but encouraged committee members to advise of any hazards as the employee that evaluates the hazard is able bodied and may not identify a hazard that may exist for those with mobility issues.

(6) Accessible Tourism

- (a) Accessible Tourism – Excerpt from Transforming Communities through Tourism – A Handbook for Community Tourism Champions

Councillor Brame reviewed the item included on the agenda and suggested the list of accessible businesses as determined in the accessibility audit be included on the tourism website. It was further suggested the Parks and Recreation Department also include on the tourism website, areas that are accessible. This would include areas in recreation buildings, parks, playgrounds and playing fields. Bob McKie, Parks and Recreation Advisory Committee representative on the Access Awareness Advisory Committee will bring this item forward at the next Parks and Recreation Advisory Committee meeting.

It was further suggested the tourism website include a listing of BC Transit routes that access the accessible businesses and recreation areas of Esquimalt. It was also suggested it be noted that all buses serving Esquimalt are low floor buses.

A committee member asked about sensitivity training for municipal staff to be more aware of accessibility issues. Committee members discussed briefly and agreed that it may be beneficial. Bob McKie will also discuss the idea of sensitivity training with the Parks and Recreation Advisory Committee.

(b) Accessibility Walking Tours

Eleanor Calder will approach existing walking groups to enquire if they are interested in including those with accessibility issues in to their walks and possibly including a walking route that is accessible for everyone.

(7) Accessible Employment

Chair Gray discussed the need to develop programs to increase the employment of persons with disabilities.

Councillor Brame suggested that the Esquimalt Chamber of Commerce be contacted to encourage employment of persons with disabilities.

**7. REPORT FROM BC TRANSIT REPRESENTATIVE**

Darren Ramsey attended in Wanda Le Roux's absence and noted their will be no further expansion of BC Transit routes until next September. Mr. Ramsey did note the ridership for the # 10 Royal Jubilee / Dockyard route is increasing.

**8. COMMUNICATIONS**

(1) Notice of Wheelchair and Stick Curling at Westshore Curling Arena

Chair Gray noted the Wheelchair and Stick Curling group needs to be approached to encourage their use of the Archie Browning Curling facility.

(2) Email from Larry Braes, dated September 8, 2010, Re: Archie Browning Sports Centre **(Late Item)**

Mr. Atilla Szabo was in attendance in the audience and provided the committee with an email he received from Larry Braes, Recreation Maintenance Supervisor for the Township of Esquimalt.

The Recording Secretary read the email to committee members noting the accessibility improvements discussed by Mr. Szabo and Mr. Braes for the Archie Browning Sports Centre.

Chair Gray thanked Mr. Szabo for attending the meeting and bringing these suggestions to the committees' attention.

Mr. Szabo noted a wheelchair ramp has been installed near the dentist's office in the Esquimalt Plaza and has also spoken with the CFB Esquimalt Naval Museum about installing a wheelchair ramp. Mr. Szabo further noted he will continue to review areas of the community for required accessibility improvements.

9. **NEXT MEETING**

The next meeting of the Access Awareness Advisory Committee will take place on Wednesday, October 13, 2010.

10. **ADJOURNMENT**

The meeting adjourned at 5:23 p.m.

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Brian Gray, Chair

This 13<sup>th</sup> day of October, 2010

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