



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

**Wednesday, September 14, 2011**  
**4:00 P.M.**  
**Council Chambers**

**PRESENT:** Eleanor Calder, Chair  
Councillor Don Linge  
Councillor Lynda Hundleby  
Heidi Bada  
Emmy Labonté  
Paul Newcombe  
Peter Ryan  
Bob McKie – Parks and Recreation Advisory Committee Representative

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

**REGRETS:** Sherry Contreras, Vice Chair  
Andy Katschor – Parks Manager (Staff Liaison)

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**1. CALL TO ORDER**

Chair Calder called the meeting to order at 4:00 p.m.

**2. LATE ITEMS**

There were no late items.

**3. APPROVAL OF THE AGENDA**

Moved by Bob McKie, seconded by Paul Newcombe that the agenda of the Access Awareness Advisory Committee meeting of September 14, 2011 be approved as presented.

The motion **CARRIED**.

**4. APPROVAL OF MINUTES**

Moved by Emmy Labonté, seconded by Peter Ryan that the minutes of the Access Awareness Advisory Committee meeting of June 8, 2011 be approved as presented.

The motion **CARRIED**.

**5. WORK PLAN ITEMS**

(1) Measuring-up Gold Star Program

Chair Calder noted SPARC BC will not be conducting a workshop – the original intent was to work in partnership with the Esquimalt Chamber of Commerce to assist in promoting the Measuring Up Gold Star program through the municipal website.

Peter Ryan noted it had been previously discussed that a meeting would be arranged with the Esquimalt Chamber of Commerce to introduce the program and solicit a possible partnership to assist with launching a new way to deliver the Measuring Up Gold Star Program. This would work in partnership with the intention to include a letter to all Esquimalt businesses introducing them to the program. The letter would be included in the Fall 2011 business license renewal notices.

Chair Calder suggested a letter be written to the Esquimalt Chamber of Commerce introducing them to the program and requesting their assistance in promoting the program to local businesses. Committee members discussed how they wanted to proceed.

Moved by Councillor Linge, seconded by Bob McKie that the Access Awareness Advisory Committee seek approval from Council to draft a letter to Esquimalt businesses that provides information about and encourages participation in, the Measuring Up Gold Star Program, and that the letter be included with the 2012 mailing of the municipal business license notices.

The motion **CARRIED**.

Councillor Linge suggested that a representative from the committee attend a future meeting of the Esquimalt Chamber of Commerce to make a presentation about the program. It was further noted the letter will need to be worded in such a way that businesses will want to participate and see the benefit in participating.

Chair Calder and Peter Ryan will make arrangements to meet with the Esquimalt Chamber of Commerce to discuss the initiative.

(2) Access Awareness Day

Committee members agreed to defer discussion about this item until committee appointments are made in 2012.

Councillor Hundleby suggested briefing notes pertaining to previous activities and discussions that focus on Access Awareness Days be compiled for new members. Chair Calder will review her notes and prepare an overview.

(3) Buccaneer Days

Discussion on this item has been deferred to 2012.

(4) Accessible Bylaws  
(a) Bylaws 1 – 3

Committee members discussed how they would like to move forward with reviewing the bylaws. Councillor Linge noted the bylaws are tailored to individuals with disabilities and accessibility is for everyone. Peter Ryan noted the bylaws reflect a real fundamental change and may be a little ambitious for the committee to evaluate.

Councillor Hundleby suggested the committee concentrate on one bylaw at a time and review current municipal bylaws to see if any are similar to the SPARC accessible bylaws or could be easily adapted. Councillor Hundleby further noted the SAFERhomes presentation provided a large amount of beneficial information that may be helpful when reviewing the bylaws.

Bob McKie departed the meeting at 5:06 pm

Committee members discussed the merits of forming a sub-committee to review the bylaws.

Moved by Peter Ryan, seconded by Paul Newcombe that the Access Awareness Advisory Committee advise Council that the review of the SPARC BC Accessible Community Bylaws as outlined in the Accessible Community Bylaws Guide is beyond the capability of the committee and the committee will not be providing any further recommendations on this item.

The motion **CARRIED**.

(5) Environmental Sensitivities

The results of the environmental sensitivities survey were circulated along with a copy of a draft resolution prepared by Chair Calder. Chair Calder reviewed the draft resolution with the committee. Emmy Labonté noted the survey results show respondents were in favour of scent free environments.

Moved by Chair Calder, seconded by Emmy Labonté that the Access Awareness Advisory Committee recommends to Council that a scent free policy be developed for municipal buildings in Esquimalt.

The motion **CARRIED**.

(6) Centennial Celebrations Participation Preparation  
(a) Centennial Display at Buccaneer Days

This item was deferred to the October meeting.

**6. COMMUNICATIONS**

(1) Letter from Marlene Lagoa, Sustainability Coordinator, dated May 24, 2011, Re: SAFERhome Standards Society

This item was deferred to the October meeting.

**7. NEXT MEETING**

The next meeting of the Access Awareness Advisory Committee will take place on Wednesday, October 12, 2011.

**8. ADJOURNMENT**

The meeting adjourned at 5:29 p.m.

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Eleanor Calder, Chair

This 10<sup>th</sup> day of November, 2011