

**MINUTES OF THE**  
**ACCESSIBILITY WORKING GROUP**  
**MONDAY, JULY 11, 2016**

**1. THE CHAIR CALLED THE MEETING TO ORDER AT 4:00 P.M.**

Working Group Members Present: Linda Bartram  
Steve Bertrand  
Chris Dobbie  
Paul Jones  
Susan Gallagher

Regrets: Rachel Buchanan  
Kathryn McWhirter  
Keith Kroeker

Councillor Present: Councillor Loveday  
Councillor Regrets: Councillor Alto

Staff: Julie Potter, Manager, Citizen Engagement,  
Citizen Engagement & Strategic Planning  
Brad Dellebuur, Transportation Department  
Chaz Whipp, Manager of Facilities

Guests: Mary, Sign Language Interpreter

**2. APPROVAL OF AGENDA – JULY 11, 2016**

**Motion:** It was moved by Linda Bartram, seconded by Steve Bertrand that the amended agenda of Monday, July 11, 2016 be approved as circulated.

**CARRIED**

**3. APPROVAL OF MINUTES – JUNE 6, 2016**

**Motion:** It was moved by Linda Bartram seconded by Paul Jones, that the minutes from the Accessibility Working Group meeting held June 6, 2016 be approved as circulated.

**CARRIED**

**4. BUSINESS ARISING**

a) Audiovisual Equipment for Citizen Engagement Meetings

For the benefit of Julie Potter, Paul Jones reiterated the concerns regarding the citizen consultation re: sewage treatment, held at the Crystal Gardens earlier this year. The audio / visual equipment that was used and the set-up was

unsatisfactory. There were many complaints that attendees could neither hear nor see the presentation. This committee would like additional enhancements, policies and procedures to improve future situations at this location and other City of Victoria venues.

The AWG discussed the following:

- It would be beneficial to provide a set-up which works for everyone, rather than setting up a specific area for those who have identified disabilities.
- FYI - Johnson Street Bridge Public Realm Open House was not accessible (bottom of Swift Street).
- What are the policies and procedures for setting up an accessible event (not just physically)?
- Julie Potter also discussed the possibility of training and educational courses for staff to deal with the unanticipated needs of people who just show up.
- A print document (16 pt font) should accompany PowerPoints for those who may not be able to see the screen but can read large print.
- An electronic version of the power point text should be sent upon request (in advance whenever possible)
- Paul Jones mentioned his union has a checklist for meeting venues, they pre-screen venues to ensure that all the rooms being considered work for everyone.

Linda raised the following for future discussion:

- Does the City need a paid position on staff to advise and be a point of contact for “accessibility” issues?
- If the city is serious about accessibility, then perhaps a full time position / consultant is required for its work - operational and capital work.
- Diverse workforce, reflective of the population – is there a policy at the moment at the municipal level?

ACTIONS:

- i. Chaz Whipp will forward via email the VCC document
- ii. Julie Potter will set up protocol to take these needs into consideration
- iii. Paul Jones will forward the checklist to AWG for review / discussion

Guidelines for Promoting Accessibility – 7 principles for universal design provides a good overview of how to do things right.

Should we be Promoting Barrier Free rather than Accessibility?

- Should the Committee look to change its name? Add to August agenda.

b) Accessible Park Furniture

Paul Jones went through a series of photos showing examples of furniture and play equipment that people with a variety of disabilities could use and enjoy in City parks.

Julie introduced the Parks Master Plan focus group discussions. These should

include:

- what works, what doesn't;
- what would you like to see in parks.

The AWG's feedback was:

- survey questions should be tailored to address people with accessibility issues / concerns, if they identify as someone with concerns;
- Disability focus group should be similar to what has been done in other focus groups (youth, seniors and non-park users); and,
- The JSB survey did not address accessibility

**ACTIONS:**

- i. Julie to arrange a one hour focus group meeting on August 8th at 5:30 pm, following the August AWG meeting.
- ii. Chaz to invite Doug Nutting, Recreation Integration Victoria to the next Parks Master Plan discussion.

## **5. New Business / Issues List**

### 1) JSB Public Realm – Summary Report

Although the JSB survey did not address accessibility, Brad assured the AWG that accessibility was a top priority.

### 2) Curb Cuts

- Discussion about truncated domes vs. MMCD ramps
- Truncated domes may be prohibitive
- Can we find a design that addresses detection and grade issues that is affordable?

**ACTION:** Brad will bring his findings to the next meeting.

### 3) Timing of Visual and Audible Walk Signals

**Action:** Brad will ask Nick Armstrong to contact Susan Gallagher regarding audible pedestrian signal timings downtown.

July 27 is the funding application deadline for Enabling Accessibility Fund.

### 4) Royal Athletic Park

Steve raised the following concerns:

- accessibility could be improved, particularly the washroom (upgrade and improve)
- Signage / food runners – highlighting these items / services

Brad reported that:

- there will be frontage and plaza improvements
- 2017 design / 2018 construction being discussed

- apply a disability lens to the venue upgrades
- 5) A general discussion ensued regarding the priorities the \$250,000 should be directed to.

## 6. DATE OF NEXT MEETING

**Next Meeting is Monday, August 8, 2016 at 4:00 pm., possibly to be followed by the Parks focus group.**

## 7. ADJOURNMENT

The AWG adjourned at 5:15 pm.