

- b) Accessible Pedestrian Signal Pilot (from July meeting) “Brad will forward the latest information to the AWG by the next meeting”.

Brad reported:

- Three intersections to be trialed.
- The City is reviewing the intersections that were on the outstanding list (discussed at last meeting) to see which have the required wiring etc.

ACTION: Brad will provide a list of all intersections which the City is considering to Linda and the AWG will review them and prioritize if there is more than 3 that meet the City’s criteria.

Paul arrived at 4:23 pm.

- c) Accessibility Survey - (from July meeting) “Brad will discuss with Mary, in Engagement, about an update regarding the survey for the next AWG meeting.”

- Mary from the Engagement Department provided a print out (graphics only) to Brad, summarizing the questions.
- Robin asked about staffs report (in January) that results of this survey will be forwarded to Council in Fall of 2018.
- Brad will get the information to Council at an appropriate time, but first will advise new HR director.

ACTION: Brad will ensure format is accessible and will meet with Engagement Director and report back to AWG.

- d) Interim Terms of Reference and Over-arching Policy for Advisory Committees -

Linda reported that she forwarded the annotated AWG Interim TOR and the over-arching Committee Policy motion, passed at the July AWG meeting, to Chris Coates on July 26, 2017. The report from Chris Coates regarding the over-arching policy for Advisory Committees, to be presented at COTW on August 10, stated there was no accessibility impact. Linda emailed Jeremy and Charlayne on Aug 6 pointing out that our motion indicated that there was indeed an accessibility impact and that the over-arching policy should include a statement regarding the need for all Advisory Committees to be accessible. Linda followed up with another email on Aug 8 which included a report from Robin giving feedback and recommendations on the Clerk’s report to COTW.

Robin advised the AWG that the Clerk's draft Policy for advisory committees was originally posted as information. Then, during the week, a revised version was posted and it was “for approval”. There was no time to get the AWG to speak as a group before that draft policy went to COTW, so Robin wrote up her concerns and Linda shared them with AWG members and Council Liaisons and since Councillor Loveday was not attending, asked Councillor T-J to try to block approval to provide committees to provide input.

At the COTW meeting on August 10, 2017, “it was moved by Councillor Thornton-Joe, seconded by Mayor Helps, that Council refer the proposed policy to the advisory committees to receive their input.”

The AWG discussed:

- Chris Coates needs to formally send to all advisory committees to receive and give their input before the AWG can take any further steps
- Once Chris Coates has forwarded to all Advisory Committees, Robin suggests meeting with all affected committees, possibly Chair to email other Chairs, to see if they have similar concerns.

ACTION: Wait for official direction from Chris Coates to all Advisory Committees before taking any further steps. Councillor Loveday will follow up with Chris Coates in the meantime.

ACTION: Christine to circulate and AWG members to review the document entitled *“AWG – Response of the Draft Advisory Bodies to Council Policy w recos Aug 2017”* along with the report and proposed over-arching policy from Chris Coates to COTW (COTW meeting on August 10, 2017)

e) Crossing Over Bike Lane to Bus Stop -

Linda reported that Linda, Susan and Brad attended one of the bus stops in question (Pandora between Government and Wharf) on Aug 28, 2017. Brad and Susan stood back while Linda attempted to cross the bike lane to the bus stop. Three incidents occurred.

1. A cyclist travelling west did not stop for Linda and her guide dog waiting to cross to the bus stop.
2. A cyclist travelling east did stop for Linda and her white cane but did not let her know he had stopped and it was safe to cross so she just stood there.
3. A cyclist travelling west went straight through the crosswalk while Linda was crossing with her cane from the bus stop to the sidewalk. It is felt that the sign is not visible for all cyclists.

On another day, Brad had witnessed a cyclist shouting at a pedestrian who was in the crosswalk, to get out of the bike lane.

Perhaps repositioning the sign or painting signage on the road would be more effective. It is also apparent that cyclist education is needed.

ACTION: Brad will share this information and AWG’s concerns with the ATAC.
Susan will put together a time-line on expected actions to be taken.
Chris Marks will contact his contact in the cycling coalition.

f) Angle of Bus Ramps – (from July minutes) “Staff will do a site visit by the September meeting and will consult with Steve if necessary.”

Brad described what would need to be done and the costs associated with reconstructing the sidewalk at the two locations in question. Steve B. has some ideas he can share with Brad. The AWG Discussed that the one at Douglas and Pandora should be an accessible bus stop, especially because it is directly in front of City Hall

ACTION: Brad will discuss with Director of Engineering.

MOTION: The AWG recommends that the sidewalk in front of Centennial Square be improved for wheelchair access to BC Transit.

Moved: Steve B.

Seconded: Susan G.

CARRIED

- g) Pet Restriction and Scent Reduction Policies for City Hall -
(From July minutes): "Councillor Thornton Joe will speak with staff about unscented cleaning products and report back to the next meeting."

Councillor Thornton-Joe reported that she learned of a scent reduction policy from Human Resources. She had observed and took photos of scent reduction signs in the main City Hall building and she agreed to share the photos and policy.

Robin asked if hand soap and hand sanitizers are unscented and whether there are wall-mounted air fresheners or solid deodorant pucks in City Hall bathrooms and Councillor Thornton-Joe undertook to find out. Robin asked whether the scent policy was just for staff or applied to public areas. There was no definitive answer but we speculated that staff goes everywhere so if it is a health and safety issue, it should cover all areas.

Councillor Loveday left meeting 5:25 pm

ACTION: Christine to share the guideline on the use of scented products and posters (via email) which was provided by Councillor Thornton-Joe.

ACTION: Add to October agenda, "Pet Restriction at City Hall"

- h) Children with Allergies and Crystal Pool activities – deferred to October meeting
- i) Non-allergenic Plantings in Public Spaces - Belleville and Ship Point are current projects where Robin hopes to influence planting, especially as Ship Point looks like it will have a good deal of planted green space. Robin provided information to Brad that indicated that the Parks Department's planned trees for Belleville were moderate-to-high on the allergen scale. Brad said it was his project and he would make sure the trees were allergy-friendly. This project will come to AWG at the appropriate time.

ACTION: Councillor Thornton Joe is looking into guest speakers coming to the Parks Department, Robin would like to see it come to a larger forum.

5. NEW BUSINESS

- a. Adoption of Internal AWG Policies and Procedures document

Motion: That AWG adopt the internal policies and procedures circulated to AWG members on August 25, 2017 and that these be forwarded to Christine and appended to the September meeting minutes.

Moved: Linda B.

Seconded: Steve B

CARRIED

b. Proposed Statement of Commitment – deferred to October meeting

6. **Date of next meeting:** October 2, 2017

7. **Adjournment:** 5:40 pm