

Monday, May 1, 2017

Present: Linda Bartram (Chair), Robin Bayley *(via Skype)*, Susan Gallagher, Paul Jones, Steve Bertrand, Chris Marks

Councillor: Councillor Thornton-Joe, Councillor Jeremy Loveday

Regrets: Chris Dobbie

Staff: Brad Dellebuur, Christine Brinton

DECISIONS

1. Motion to accept the agenda of May 1, 2017. Agenda approved.
2. Motion to accept the minutes of April 3, 2017. Minutes approved.

BUSINESS ARISING DISCUSSION/ACTION:

a. Survey Report

The Accessibility Working Group Survey went out in April 2017. AWG raised concerns about the lack of profile of the survey on the City website.

Action: Brad Dellebuur will send out a reminder email, along with Facebook and City webpage (Engagement).

Action: Chris Marks will drop off paper copies to various locations (community centers). The electronic version is not accessible to all PWD. Many do not have an accessible computer or the skills to complete the survey on-line.

Action: Paul Jones to forward to DND contacts.

b. Proposed Definitions for “accessibility” and “barriers”

Action: Susan will edit the draft document and forward to the AWG for email approval prior to the next meeting.

- c. Accessibility Framework** - The Accessibility Framework is what Linda and Robin are calling a multi-year plan to address known accessibility deficiencies in the City and implement processes that will have accessibility considerations incorporated into all City processes. They have provided background material to staff, including 2017 priority tasks (capacity building and groundwork laying), options for obtaining temporary human resources at little effort or expense and job descriptions of accessibility coordinator positions.

Staff advised that senior management decided not to present to Council at Quarterly Review on work that could be done in 2017 toward development of an Accessibility Framework, and not to proceed with any work on the Framework in 2017.

- d. Discussion Document re: Terms of Reference** - The AWG TOR needs to be updated as a result of the changes instigated by the City Clerk's request to Council to undertake an advisory process review. The AWG had requested staff to ask the Clerk to put out a call for new AWG members to assist with the work load – request turned down. Clerk wants to wait until new TOR is in place.

- Staff advised that the items are not moving forward at this time, pending completion of a larger review of committee structure within the City.
- Susan Gallagher and Paul Jones agreed to be on a TOR subcommittee
- Linda and Robin drafted a discussion paper re. Terms of Reference for AWG to review,

Action: AWG members to forward comments to Linda

- e. Accessibility Issues List**

Identified Barriers on the Issues List will be prioritized using this numeric scale:

1. Urgent safety and health issues
2. Time Sensitive opportunities
3. Non-urgent accessibility
4. Other

Action: The excel spreadsheet that Linda created will be reformatted by Christine and emailed to AWG for review.

- f. Internal policy regarding documents for feedback, minutes and agenda distribution:**

- One week turn around for feedback to chair
- Documents that need to be reviewed sent out 1 week prior to meeting
- Minutes and agenda sent out by Thursday prior to meeting

NEW BUSINESS DISCUSSION/ACTION

Motion from the Active Transportation Advisory Committee

The AWG received a Motion from the Active Transportation Advisory Committee meeting of March 28, 2017, asking the AWG's opinion Re: Mobility scooters and power wheelchair use of the protected bike lanes.

Action: Brad to supply background information.

Action: Steve Bertrand and Chris Marks will meet and bring additional information to next meeting.

Date of next meeting: June 12, 2017

Adjournment: 5:40 p.m.