



AGENDA

Advisory Committee on Accessibility
Monday, January 8, 2018 - 12:00 p.m.
City Hall – 2nd Floor Conference Room

A. **COMMENCEMENT**

B. **ADOPTION OF AGENDA**

C. **ADOPTION OF MINUTES**

C.1 Minutes from the meeting held December 4, 2017

D. **NEW BUSINESS**

D.1 Access Award of Merit (Katy/Ian)

D.2 Prince George Caucus (Debby)

E. **OLD BUSINESS**

E.1 2017 Committee Report to Council (*Andrea*)

E.2 City-Owned Buildings and Infrastructure

E.3 Communications

E.4 New Development

- Update from Design Panel (*Nancy and Brandy*)
- Follow-up on meeting with DBIA (*Jillian, Andrea, Jesse & Nancy*)

E.6 Transportation

E.7 Accessibility 2024 (*Alan*)

E.8 Grants (*Jesse*)

F. **INFORMATIONAL ITEMS**

F.1 Next Meeting – February 14, 2018 at 5:00 p.m. – 2nd Floor Conference Room

All agenda items including supporting documents must be submitted to the Chair, Staff Liaison and Legislative Coordinator before 12:00 p.m. on Monday, February 5, 2018

G. **ADJOURNMENT**

Please confirm your attendance by contacting Leslie Jackson, at (250) 561-7655 or leslie.jackson@princegeorge.ca Thank you.

ADVISORY COMMITTEE ON ACCESSIBILITY MEETING

Minutes of the City of Prince George Advisory Committee on Accessibility meeting, held in the Annex of City Hall, 1100 Patricia Boulevard, Prince George, BC, on December 4, 2017 at 12:00 p.m.

PRESENT:

Mr. Ken Biron; Mr. Chris Gobbi; Ms. Dorothea Ellis; Ms. Nancy Harris; Mr. Alan Kavanaugh; Ms. Jesse Blewett <12:00 p.m. to 12:55 p.m.>; and Ms. Brandy Stiles.

IN ATTENDANCE:

Councillor Jillian Merrick (Acting Chair); Ms. Katy Fabris, Planner/Staff Liaison; Mr. Ian Sinclair, Engineering Assistant/Staff Liaison; and Ms. Dyra Pridham, Executive Assistant, City Manager's Office <12:00 p.m. to 12:22 p.m.>.

A. Commencement

The meeting was called to order at 12:04 p.m.

B. Adoption of Agenda

Moved by Mr. Biron, seconded by Mr. Gobbi, that the December 4, 2017 Advisory Committee on Accessibility agenda be amended to add item D.0 – Signage Presentation and that the agenda BE ADOPTED AS AMENDED.

Carried Unanimously

C. Adoption of Minutes – October 11, 2017

Moved by Ms. Harris, seconded by Ms. Stiles, that the minutes of the Advisory Committee on Accessibility meetings held October 11, 2017, BE ADOPTED.

Carried Unanimously

D. New Business

D.0 Signage Presentation (Dyra Pridham)

Ms. Pridham discussed proposed replacement signage for City Hall to be placed in the elevator and on each floor to indicate the departments located on that floor. Ms. Pridham circulated sample signage and requested feedback from the Committee regarding the sign size, use of braille, colours, font and font size.

Discussion commenced. The committee suggested the following:

- Increase the contrast between the background and lettering colours (i.e.: black/white or dark blue/white)
- Sans Serif font
- Research the provincial standards related to signage placement and text sizing
- Consider incorporating other language or pictures (symbols)
- Include braille and raised lettering
- Identify accessible washrooms on signage
- Consider incorporating a “speak button” that announces the departments and floor
- Include a “for information, go to the 1st Floor Service Centre” on signs and consider including this line in multiple language and a symbol for information

Ms. Fabris will forward Ms. Pridham information regarding standards for signage height.

Ms. Pridham was referred to consult with the Canadian National Institute for the Blind (CNIB) regarding the inclusion of braille on the signs.

Ms. Pridham will return to a future committee meeting with a new mock up at the proposed sign size.

Ms. Pridham exited the Annex at 12:22 p.m.

D.1 Ian Sinclair, Engineering Assistant/Staff Liaison

Mr. Ian Sinclair, Engineering Assistant, introduced himself as the new co-staff liaison for the committee.

D.2 Correspondence from Carolyn Smith, Reich+Petch Design International regarding “Accessible Exhibit Design Strategies”

The committee reviewed correspondence received from Ms. Carolyn Smith, Reich+Petch Design International regarding accessible exhibit design strategies. Ms. Harris advised that Spinal Cord Injury BC and Tourism Prince George partner to ensure accessibility at local events. Ms. Harris will contact Ms. Smith regarding her correspondence.

D.3 Prince George Caucus

The committee reviewed correspondence received from Neil Snead, President, Prince George Caucus, regarding City maintenance and repair of sidewalks and pathways. Discussion commenced regarding the City’s online application that allows residents to log sidewalk concerns.

Moved by Mr. Gobbi, seconded by Ms. Stiles, that correspondence received from the Prince George Caucus BE FORWARDED to City Council for their information and review.

Carried Unanimously

E. Old Business

E.1 2018 Work Plan and 2017 Committee Report to Council

The Committee reviewed the draft 2018 Work Plan.

Moved by Mr. Kavanaugh, seconded by Mr. Biron, that the Committee ADOPTS the 2018 Work Plan for the Advisory Committee on Accessibility.

Carried Unanimously

Ms. Blewett exited the Annex at 12:55 p.m.

E.2 Best Practices Resource for Developers & Presentation to the City’s Design Panel

Discussion commenced regarding the best practices resource and presentation to City’s Design Panel. A copy of the best practices will be forwarded to the External Relations Department for consultation regarding branding.

E.3 City-Owned Buildings and Infrastructure

Spinal Cord Injury BC and Civic Facilities are currently involved in the auditing of seventeen (17) civic facilities.

E.4 Communications

There were no items to report.

E.5 New Development

There were no items to report.

E.6 Transportation

The Accessible Transit Action Committee will be meeting next week at which time discussion will take place regarding sidewalks, weather and transit.

Ms. Champa Maduranayagam, City Transit Planner, will attend the February meeting for the Advisory Committee on Accessibility to discuss transit plans for 2018.

E.7 Accessibility 2024

Discussion commenced regarding recent events related to accessibility including:

- the Healthier You Expo that was held on October 21, 2017 at the College of New Caledonia;

- People with Disabilities in BC – Rick Hansen foundation audits; and
- Update on the National Fire Protection Association (NFPA) E-access regarding safety and emergencies.

E.8 Grants

The Committee discussed grant options for 2018. There was no information regarding the success of grants to report.

F. Informational Items

F.1 Next Meeting

The next regular committee meeting is scheduled for Wednesday, January 10, 2018 at 5:00 p.m. Discussion commenced regarding the possibility of moving the meeting to January 8, 2018 at 12:00 p.m. Ms. Jackson will email the Committee for their availability.

G. Adjournment

THE ADVISORY COMMITTEE ON ACCESSIBILITY MEETING ADJOURNED AT 12:25 p.m.

Councillor Jillian Merrick, Acting Chair

Katy Fabris, Planner/Staff Liaison

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