

ADVISORY COMMITTEE ON ACCESSIBILITY MEETING

Minutes of the City of Prince George Advisory Committee on Accessibility meeting, held in the 2nd Floor Conference Room of City Hall, 1100 Patricia Boulevard, Prince George, BC, on January 8, 2018 at 12:00 p.m.

PRESENT:

Ms. Andrea **Palmer** (Chair); Mr. Ken **Biron**; Mr. Chris **Gobbi**; Ms. Dorothea **Ellis**; Ms. Nancy **Harris**; Mr. Alan **Kavanaugh**; Ms. Jesse **Blewett**; and Ms. Brandy **Stiles** <12:06 p.m. to 12:45 p.m.>.

IN ATTENDANCE:

Ms. Katy **Fabris**, Planner/Staff Liaison; Mr. Ian **Sinclair**, Engineering Assistant/Staff Liaison; and Ms. Leslie **Jackson**, Legislative Coordinator.

A. Commencement

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

B. Adoption of Agenda

Moved by Mr. Biron, seconded by Mr. Kavanaugh, that the January 8, 2018 Advisory Committee on Accessibility agenda BE ADOPTED.

Carried Unanimously

C. Adoption of Minutes – December 4, 2017

Moved by Ms. Blewett, seconded by Ms. Ellis, that the minutes of the Advisory Committee on Accessibility meetings held December 4, 2017, BE ADOPTED.

Carried Unanimously

D. New Business

D.1 Access Award of Merit

Discussion commenced regarding the Access Award of Merit. Ms. Jackson will post advertisements in the newspaper on January 18, 25, and February 1 and 8 with the deadline for nominations to be received by 5:00 p.m. on Friday, February 9, 2018. In addition, Ms. Jackson will discuss the opportunity to advertise though Facebook with the City's External Relations Department.

Ms. Jackson will email information about the award to the Committee members.

D.2 Prince George Caucus

The committee further discussed correspondence received from Neil Snead, President, Prince George Caucus, regarding City maintenance and repair of sidewalks and pathways. This correspondence will be forwarded for Council's information on their January 22, 2018 regular Council meeting agenda.

E. Old Business

E.1 2017 Committee Report to Council

Ms. Palmer will prepare a draft report to Council for the committee's review at the February committee meeting. The report and 2018 work plan is due to the Legislative Services Division on February 23, 2018.

The Committee was directed to forward to Ms. Palmer before January 22, 2018 any ideas or items they would like to see included in the report.

E.2 City-Owned Buildings and Infrastructure

The vestibule on the Elksentre is completed. Ms. Harris will be completing an accessibility audit of the facility the week of February 15, 2018 and invites any committee members to join her.

E.3 Communications

There were no items to report.

E.4 New Development

There were no items to report.

E.5 Transportation

The Accessible Transit Action Committee (ATAC) did not meet in December and will hold its next meeting in March 2018. Mr. Biron advised the ATAC has interest in having a representative of their committee sit on the Transit Safety Committee to discuss ongoing concerns regarding the limitations of busses in accommodating mobility devices.

E.6 Accessibility 2024

Mr. Kavanaugh provided an update regarding the 2017 Progress update of the Accessibility 2024 Plan. Mr. Kavanaugh circulated a document titled “Beneficial Design” regarding accessibility of trails and outdoor recreational facilities.

E.7 Grants

Ms. Blewett will forward the grant matrix by email to the committee for their information. As the committee is not directly responsible for applying for grants, this item will be removed as a standing item from the agenda. Grant opportunities related to accessibility will continue to be shared with City staff by way of the Staff Liaison.

F. Informational Items

Ms. Fabris will be leaving her role as Staff Liaison and Planner with the City as of Friday, January 12, 2018. The Committee extended their appreciation for the guidance Katy provided during her time as Staff Liaison.

Ms. Stiles recognized the new directional and informational signage installed in City Hall and suggested including Quick Response Codes (QR Code) which is a machine-readable barcode containing further information such as maps, about the item to which it is attached.

F.1 Next Meeting

The next regular committee meeting is scheduled for Wednesday, February 14, 2018 at 5:00 p.m. in the 2nd Floor Conference Room.

G. Adjournment

THE ADVISORY COMMITTEE ON ACCESSIBILITY MEETING ADJOURNED AT 12:46 p.m.

Andrea Palmer, Chair

Leslie Jackson, Legislative Coordinator

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