

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 September 13, 2017 at 5:00 p.m.

PRESENT:

Ms. Andrea **Palmer**, Chair; Mr. Ken **Biron**; Mr. Chris **Gobbi**; Ms. Dorothea **Ellis**; Ms. Nancy **Harris**; Mr. Alan **Kavanaugh**; Ms. Debby **Hall**; and Ms. Jessica **Blewett**.

IN ATTENDANCE:

Ms. Hillary **Morgan**, Planner/Staff Liaison; Councillor Jillian **Merrick <5:00 p.m. - 5:50 p.m.>**; and Ms. Leslie **Jackson**, Legislative Assistant.

A. Commencement

The meeting was called to order at 5:00 p.m.

B. Adoption of Agenda

Moved by Ms. Blewett, seconded by Ms. Hall, that the September 13, 2017 Advisory Committee on Accessibility agenda BE ADOPTED.

Carried Unanimously

C. Adoption of Minutes – June 14, 2017

Moved by Mr. Kavanaugh, seconded by Mr. Biron, that the minutes of the Advisory Committee on Accessibility meetings held June 14, 2017, BE ADOPTED.

Carried Unanimously

D. New Business

D.1 Best Practices Resource for Developers & Presentation to the City's Design Panel

Ms. Blewett and Ms. Harris circulated a "Best Practices Resource" regarding age-friendly spaces. The Committee discussed sharing this document in a lunch and learn event with the Advisory Committee on Development Design regarding universal design considerations during their project reviews.

Discussion commenced regarding the document becoming a product of the Committee. The Committee was directed to review the document in preparation for further discussion at the next Committee meeting.

E. Old Business

E.1 City-Owned Buildings and Infrastructure

Funding has been approved for an accessibility audit of all fifteen (15) city-owned facilities in conjunction with Spinal Cord BC. It is expected that a set of standards will come out of these audits leading to the development of a policy regarding accessibility standards for city-owned facilities and parks.

Discussion commenced regarding the vestibule update at the Elksentre and entrance update at the Kin Centre. The Committee discussed organizing a ribbon cutting ceremony including the attendance of Council in celebration of these updates.

E.2 Communications

The Committee discussed the touch-a-truck event and the high attendance of children and families at this event. The format of the event was discussed as one that was not highly conducive to providing information regarding the Committee.

Ms. Palmer reported back regarding her meeting with Mr. Walter Babicz, General Manager of Administrative Services, regarding tele-conference participation of committee members at committee meetings. Discussion regarding the current *City of Prince George Council Procedures Bylaw No. 8388, 2011* which restricts telephone participation to Council members only was discussed. Further barriers identified included resource requirements to support tele-conference participation and the need to have all materials available to Committee Members for discussion of agenda items.

Discussion commenced regarding the responsibilities of prospective committee members ensuring they will be

available to attend regularly scheduled meetings in person prior to application and the possibility of increased absenteeism should remote access be permitted.

The Committee discussed Ms. Palmer contacting the chairs of other Council Committees for their feedback regarding remote participation at committee meetings.

Councillor Merrick exited the Annex at 5:50 p.m.

E.3 New Development

Ms. Harris advised the Advisory Committee on Development Design has formed a working group to develop a Checklist of presentation submission guidelines developers must review and meet in advance of scheduling a project review with the design panel. The purpose of such a checklist is to ensure that projects are presented with all necessary information for the Development Design Committee to make appropriate recommendations and suggestions.

Ms. Blewett advised that a meeting with the Downtown Business Improvement Association has not yet been scheduled.

E.4 Transportation

The Committee discussed the expansion to service hours for Prince George Transit by an increase of 2500 hours. Council also recently adopted a Free-Fare Transportation Policy allowing teachers within School District 57 to book transit at no cost for their students' field trip use.

E.5 Accessibility 2024

Mr. Kavanaugh circulated photos of the new BC Government and Service Employee's Union (BCGEU) building entrance and identified barriers to access with the placement of the automatic door opening buttons. The Committee, as individuals, were encouraged to write letters to the BCGEU regarding this issue and request the buttons be relocated for easier access.

E.6 Accessible Housing

There were no items to report.

E.7 Grants

Ms. Morgan reported that the Civic Centre withdrew their grant from the Rick Hansen Foundation for accessibility upgrades to the building pending the Prince George Public Library entrance upgrades. The Rick Hansen Foundation attended the Civic Centre and performed an audit which provided a gold rating.

F. Informational Items

- F.1 Next Meeting:** The next meeting is scheduled for Wednesday, October 11, 2017 at 5:00 p.m. in the 2nd Floor Conference Room, City Hall.

The Committee extended their appreciation to Ms. Morgan as this was her last meeting with the Committee.

G. Adjournment

THE ADVISORY COMMITTEE ON ACCESSIBILITY MEETING ADJOURNED AT 6:18 p.m.

Ms. Andrea Palmer, Chair

Leslie Jackson, Legislative Assistant

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