

## ADVISORY COMMITTEE ON ACCESSIBILITY MEETING

Minutes of the City of Prince George Advisory Committee on Accessibility meeting, held in the 2<sup>nd</sup> Floor Conference Room of City Hall, 1100 Patricia Boulevard, Prince George, BC, on February 20, 2019 at 5:00 p.m.

### PRESENT:

Ms. Andrea **Palmer** (Chair); Mr. Shane **Bunce**; Ms. Heather **Lamb**; Ms. Brandy **Stiles**; and Mr. Justin **Turner**.

### IN ATTENDANCE:

Mr. Tristin **Deveau**, Planner/Staff Liaison; Mr. Ian **Sinclair**, Engineering Assistant/Staff Liaison; and Councillor Cori **Ramsay**.

#### A. Commencement

The meeting was called to order at 5:02 p.m.

#### B. Adoption of Agenda

- B.1 Moved by Ms. Lamb, seconded by Ms. Stiles, that the agenda for the February 20, 2019 Advisory Committee on Accessibility, BE ADOPTED.

Carried Unanimously

#### C. Adoption of Minutes

- C.1 Minutes from the Advisory Committee on Accessibility Meeting held January 9, 2018

Moved by Mr. Turner, seconded by Ms. Stiles, that the Advisory Committee on Accessibility minutes from the meeting held January 9, 2019, BE ADOPTED.

Carried Unanimously

#### D. New Business

- D.1 2018 Annual Report to Council

The Committee reviewed the draft 2018 Annual Report to Council. Minor grammatical and formatting edits were made.

Moved by Ms. Lamb, seconded by Ms. Stiles, that the Committee APPROVES the 2018 Annual Report to Council, as presented at the February 20, 2019 Advisory Committee on Accessibility meeting.

Carried Unanimously

- D.2 Adjudication of the Access Award of Merit Nominations

Discussion commenced regarding the nominations for the Access Award of Merit. The Committee felt that neither nomination showed an individual or organization going 'above and beyond' for accessibility in Prince George.

The Committee inquired about reopening the submission and extending the deadline. Mr. Deveau advised that the nominations for the award was advertised in five (5) Thursday publications of the Prince George Citizen, on the City website and lobby bulletin board, and via City's social media channels (Facebook, Twitter and Instagram) with paid promotional boosts on both Facebook and Twitter. Given the extent of the advertising provided, the City does not intend to re-open the submissions for the 2019 Access Award of Merit.

The Committee expressed concern over the lack of nominations and general awareness of the award and requested that Staff provide information on timing requirements for the award to a subsequent meeting in order to discuss if the nominations might not be more successful if requested later in the year.

Moved by Ms. Stiles, seconded by Mr. Bunce, that the Committee RECOMMENDS not awarding the 2019 Access Award of Merit.

Carried Unanimously

**E. OLD BUSINESS**

**E.1 Civic Facilities and Parks Update**

Mr. Deveau and Mr. Sinclair provided brief updates on Civic Facility projects advising that the Prince George Public Library entrance is still in the design phase and is awaiting a grant. The Fire Hall is still in the design phase and consultation with stakeholders continues. The pool design has been awarded, but is in preliminary stages. The Committee is listed as a Stakeholder within the Project Charter, so will be consulted as part of the design process.

Mr. Sinclair provided a brief update on sidewalk improvements planned for 2019, as well as his work on monitoring Accessibility related requests coming in through the website's Report a Problem tool.

**E.2 Representation on the Accessible Transit Advisory Committee (ATAC)**

Discussion commenced that rather than have a committee member sit on ATAC, the two committee's will keep aware of each other's actions and progress through Staff Liaisons and meeting minutes. Should more connection be desired for a specific purpose or meeting, that can be requested and dealt with on a case-by-case basis.

**E.3 Accessible Parking Working Group**

Mr. Deveau will set up a meeting with the working group to discuss next steps.

**E.4 Accessible Parking Requirements at Residential and Commercial Buildings**

Deferred to a subsequent meeting as no new information is available.

**E.5 Pedestrian Access at Construction Sites**

The Committee provided additional concerns those complaints sent to the City to report an issue do not seem to be resolved.

**E.6 New Development and Minimum Standard of Accessibility**

Deferred to a subsequent meeting as no new information is available.

**F. Informational Items**

**F.1 Next Meeting: Wednesday, March 13, 2019 at 4:00 p.m. – 2<sup>nd</sup> Floor Conference Room**

The next regular committee meeting is scheduled for Wednesday, March 13, 2018 at 4:00 p.m. in the 2<sup>nd</sup> Floor Conference Room. All agenda items and supporting materials must be submitted to Ms. Kellett before 12:00 p.m. on Monday, March 4, 2018.

**F.2 Committee Recruitment**

The Committee was advised the applications are currently being accepted for volunteer members to the Advisory Committee on Accessibility with selection made by Council in late March.

**G. Adjournment**

**THE ADVISORY COMMITTEE ON ACCESSIBILITY MEETING ADJOURNED AT 6:02 p.m.**

---

Andrea Palmer, Chair

---

Tristin Deveau, Planner, Staff Liaison

Document Number: 499228

---

**CERTIFIED CORRECT**