

**UNIVERSAL ACCESS-ABILITY ADVISORY COMMITTEE**  
**Tuesday, March 3, 2020**

A Regular Meeting of the Universal Access-Ability Advisory Committee convened on Tuesday, March 3, 2020 at 7:00 p.m. in the Council Committee Room, City Hall, 3000 Guildford Way, Coquitlam, BC, with the following persons present:

COMMITTEE MEMBERS: Councillor Trish Mandewo, Chair  
Councillor Chris Wilson, Vice Chair  
Robert Bottos  
Kiyo Breiting  
Kimberley England  
Curtis Holm  
Alex Kwan  
Heather Lawson  
Mary Ong, Tri-Cities Seniors Planning Network  
Ross Renaud, SHARE Family and Community Services  
Pat Roy, Canadian Council of the Blind – Dogwood Chapter  
Matthew Sebastiani

REGRETS: Pete Stone, Community Ventures Society

STAFF: Tiina Mack, Manager Recreation and Culture Facilities Planning  
Jeremy Arbuthnot, Coordinator Plans, Policies and Community Partnerships  
Canisius Chan, Senior Transportation Planning Engineer  
Jeri Hohn, Committee Clerk

**CALL TO ORDER**

**1. Welcome and Roundtable of Introductions**

The Chair welcomed the new and returning Committee members and guests to the meeting and the group participated in a roundtable of introductions.

**ADOPTION OF MINUTES**

**2. Minutes of the Universal Access-Ability Advisory Committee Meeting held on Tuesday, November 5, 2019**

The Minutes of the Universal Access-Ability Advisory Committee Meeting held on Tuesday, November 5, 2019 were approved.

**NEW BUSINESS**

**3. Northeast Community Recreation Centre Concept Design - Presentation**

The Manager Recreation and Culture Facilities Planning provided introductory remarks and an on-screen presentation regarding the concept design of the Northeast Community Centre, utilizing slides titled as follows:

- Northeast Community Centre Update
- Purpose
- Presentation Content
- 1 Background
- 2016 Population / 2026 Projected Population
- The Site
- New Centre / Commercial Store
- 2 Survey Results
- Survey Results in Potential Ideas for Centre Design
- Survey Results in Potential Ideas for Centre Design (Cont'd)
- 3 Expanded Engagement
- Community Stakeholder Meetings – Winter/Spring 2020
- 4 Site and Fit
- A/B
- 5 Innovative Ideas
- Edmonds Community Centre – Burnaby
- The Shipyards – City of North Vancouver
- Hollyburn Country Club – West Vancouver
- Clayton Community Centre – Surrey
- Aaniin Community Centre – Markham Ontario
- The Pavilion – Bend, OR USA
- Brunco Town Hall & community Ctr – Bruno, Czech Republic
- Towada Community Centre – Towado, Japan
- Streetmekka – Aalborg, Denmark
- Turanga Library – Christchurch, New Zealand
- Discussion
- Timeline/Next Steps
- Timeline

The Manager Recreation and Culture Facilities Planning circulated a document on-table titled “Northeast Community Centre – Community Survey Key Findings”.

The Committee considered the following focused questions:

- What do you think are the current challenges facing NE community members with regard to accessing sport, wellness and culture needs?
- What innovative ideas for community centres have you seen elsewhere to support access and inclusion, that could be included here?
- What steps should we take in the planning and design process to help ensure universal access and inclusion in this centre?

Discussion ensued relative to the following:

- The desire that the facility's parking lot be designed so that it considers the needs of the disabled, elderly and/or mobility challenged users
- The challenges of the steep terrain in the area relative to accessibility
- Whether an accredited accessibility consultant could be engaged to assist with the project
- How transportation needs in the area could be best addressed to allow universal access
- Whether underground parking could be an option on-site
- The natural assets of the site and the desire that some of the current mature trees and their canopies be integrated into the design
- The desire to ensure that outdoor gathering spaces provide good shade from the sun and adequate seating for users
- How mobility-challenged users would access the site without transit services
- Whether a transportation plan could be put in place for the area surrounding the site to address the walkability challenges
- The desire that the facility offer gender-neutral washrooms
- The desire that the City's community and recreational facilities offer inclusively labelled programs for people with intellectual or physical disabilities
- The desire that the facility design and programming meet the needs of youth between the ages of 13-18
- The desire that the facility include a daycare to foster community-building
- The types of programming spaces being considered for the facility
- The desire for the facility to provide natural lighting and big windows because many people are sensitive to artificial lighting
- Whether the facility would include a tennis court
- The understanding that many young parents living in the northeast area do not presently have a daycare or community space where their children can be dropped off
- The desire that the facility offer safe rooms and spaces for both able-bodied and autism-spectrum children and adults

The Manager Recreation and Culture Facilities Planning encouraged the Committee to provide additional input to the Committee Clerk by email and the Chair thanked staff for their presentation.

#### **4. Emergency Preparedness**

The Senior Transportation Planning Engineer provided a verbal briefing relative to fire safety and earthquake preparedness, noting evacuation procedures and the location of emergency exits, accessibility ramps, the assembly point, and automated external defibrillator (AED) equipment. During his briefing, he circulated a copy of a map titled "Emergency Assembly Points – City Hall" on-table.

The Chair invited questions and there were none.

**5. Committee Orientation**

The Committee Clerk provided the Committee with an orientation of its structure, mandate, and responsibilities, utilizing an on-screen presentation with slides titled as follows:

- Universal Access-Ability Advisory Committee Orientation
- Housekeeping Items
- Coquitlam City Council
- 2020 Advisory and Statutory Committees
- Connect with Us
- City's Planning Processes and You
- Committee Mandate
- Role of the Committee
- Role of the Committee Cont'd
- Role of the Chair and Vice Chair
- Role of the Staff Lead(s)
- Role of the Committee Clerk
- Term of Appointment and Code of Conduct
- Conflict of Interest
- Questions?

**6. Review and Approval of the Draft 2020 UAAC Work Plan**

The Senior Transportation Planning Engineer referenced the draft 2020 Universal Access-Ability Advisory Committee (UAAC) Work Plan attached to the agenda package and spoke to each of the proposed items. He invited the Committee to ask questions and/or provide feedback regarding the draft document.

Discussion ensued relative to the following:

- That the Social Equity and Inclusion Policy topic was not included on the work plan
- The work that the City's departments were undertaking relative to social inclusion
- The potential for Council to consider staff's work over the coming months
- The possibility that the Policy or something similar could be added to the 2021 work plan
- Whether staff could seek input regarding social equity and inclusion from the Committee later in the year
- That the Council representatives could keep the Committee updated regarding any policy developments
- Some of the details of the Policy proposed by the 2019 UAAC Social Inclusion for Residents with Disabilities Sub-committee
- That a copy of the 2019 Sub-committee's briefing note regarding the proposed Policy could be circulated to the current Committee
- That the staff lead could liaise with other staff to arrange presentation(s) regarding the topic to the Committee, if needed

The Committee approved the 2020 UAAC Work Plan and a copy is attached to these minutes.

The Committee recommended:

**COMMITTEE  
RECOMMENDATION**

That Council approve the 2020 Universal Access-Ability Advisory Committee Work Plan.

**6. Establish Working Groups for 2020 Event Planning**

The Senior Transportation Planning Engineer provided an overview of the BC Access Awareness Day, Biennial Education, and Welcome to Coquitlam events. He spoke to the opportunity for the Committee to participate in all three events during 2020, and the practice of former Committees to establish Working Groups to undertake the planning and organization of the Committee's display tables, guest speakers, and outreach materials for each event.

Discussion ensued relative to the following:

- The desire for BC Access Awareness Day visitors to the UAAC's booth/table to be given educational materials regarding the Committee and accessibility within Coquitlam
- The desire that the Working Groups brainstorm to decide upon actions to better engage the public and increase attendance at the Committee's various events
- Suggestions regarding the games and activities that could be offered to event attendees to bring awareness about what it means to be disabled and/or to live with limited mobility
- Whether additional space could be made available at the Coquitlam Farmers Market, should the Working Group choose it for the BC Access Awareness Day venue
- The suggestion that the Committee's promotional and educational materials be reviewed by the Working Group members in advance of events and that updated materials be requested from staff, if needed
- The desire that the Working Group be given a greater amount of space on the table shared with Transportation Planning during the 2020 Welcome to Coquitlam event
- The desire to identify and book speakers early for the Biennial Education Event

The Chair undertook to reach out to potential speakers, if the Working Group would provide her with a shortlist.

In response to a question from a Committee member, staff undertook to report back to the Working Groups regarding whether a budget was available to provide promotional materials and/or otherwise support the Committee's upcoming events.

The Working Group members agreed that staff could share their email addresses and contact information with other Working Group members.

The Vice Chair left the meeting at this time (8:32 p.m.).

The Committee agreed to establish a Working Group for each of the three events and members volunteered to serve as follows:

2020 Accessibility Event Working Group: Kimberley England, Curtis Holm, and Alex Kwan.

2020 Biennial Education Event Working Group: Rob Bottos, Kimberley England, Heather Lawson, Mary Ong, and Matthew Sebastiani.

2020 Welcome to Coquitlam Working Group: Kiyo Breiting, Heather Lawson, Ross Renaud, and Pat Roy.

## **7. Transportation Update (Standing Agenda Item)**

The Senior Transportation Planning Engineer provided the Committee with a brief update regarding transit access to the Northeast Community Centre and a preliminary study conducted by the Transportation Planning Division to examine alternative transportation options to improve transit access to and from northeast Coquitlam.

He provided a presentation, utilizing on-screen slides titled as follows:

- Transportation, TransLink, Other Departments Update
- Ride-Hailing Update
- TransLink Updates

Discussion ensued relative to the following:

- Details of the Transportation Network Service Bylaw and its purpose to setup an Intermunicipal Business Licence so that ride hailing companies can cross borders
- Designated pickup and drop-off zones and the future potential for an attendant to assist mobility challenged users to hail a ride-hailing vehicle
- TransLink's plans to install braille signage at all bus stops and tactile walking surface indicators at SkyTrain Stations and bus exchanges
- Whether tactile walking surfaces act as impediments to wheelchairs
- Some details of TransLink's "Pigeon Box" pilot project and its potential to be expanded to Coquitlam SkyTrain Stations in future

In response to a question from a Committee member, the Senior Transportation Planning Engineer undertook to follow-up with TransLink staff regarding the planning process for washrooms at SkyTrain Stations and report back at the next Committee meeting.

## **8. Accessible Communities Emerging Issues and Updates (Standing Agenda Item)**

The Chair noted that the agenda item afforded Committee members an opportunity to share emerging issues and/or items of interest from their communities that could be of interest to Council or the public, and the following information was shared:

- The observation that during periods of heavy snowfall it is common practice for plow operators to fill accessibility (wheelchair) parking spaces with snow, and the desire to change the culture around that practice
- That a Committee member had been following-up with YMCA management regarding the installation of audible elevators in the Coquitlam Y, however, the YMCA had yet to commit to upgrading their building standards from basic building codes to accessibility best practices guidelines
- That the need for audible elevators could be an issue affecting all municipalities and its potential as a future resolution for consideration by the Union of BC Municipalities
- That a Committee member experienced challenges while attempting to book tennis

- courts for blind tennis during Spring Break as part Coquitlam's free "Try-It" Program
- Sidewalk blockages being experienced by pedestrians in the areas proximal to Ridgeway and Austin Avenues due to trucks making deliveries to the new Safeway
- Information regarding the Canucks Autism Network and the desire that a link to the organization could be included within the Accessibility Resources section of the City's Accessibility webpage
- That further information would be shared with the Committee by email regarding a new visor card program being developed by Metro Vancouver Transit Police to ensure that deaf and hearing impaired individuals and Transit Police officers effectively communicate with one another
- Concern regarding the lack of disabled parking spots on the south side of Austin Avenue between Nelson and Marmont Streets (opposite the new Safeway), and the suggestion that additional disabled parking spots be provided in the area

The Senior Transportation Planning Engineer undertook follow-up and report back to the Committee regarding concerns with snow plowing practices in parking lots relative to accessible parking spaces, pedestrian challenges with sidewalks proximal to the new Safeway on Austin Avenue, and the potential for additional disabled parking spots on the south side of Austin Avenue between Nelson and Marmont Streets.

The Chair thanked members for volunteering to serve the Committee in 2020.

#### OTHER BUSINESS

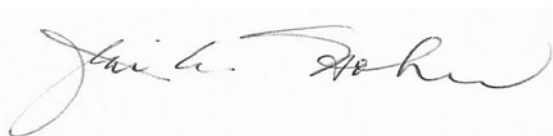
#### NEXT MEETING DATE – To Be Determined

#### ADJOURNMENT

The meeting adjourned at 8:57 p.m.

MINUTES CERTIFIED CORRECT

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CHAIR



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Jeri Hohn  
Committee Clerk