

**\*\*\*THIS IS A SCENT FREE MEETING\*\*\***

## UNIVERSAL ACCESS-ABILITY ADVISORY COMMITTEE

DATE: Tuesday, April 4, 2017

TIME: 7:00 p.m. to 9:00 p.m.

PLACE: Council Committee Room, Coquitlam City Hall, 3000 Guildford Way.

### CALL TO ORDER

### ADOPTION OF MINUTES

1. **Minutes of the Universal Access-Ability Advisory Committee Meeting held on Tuesday, February 21, 2017**

### NEW BUSINESS

2. **Update from Community Recreation: Program Guide, Adapted Physical Activity and other services (30 mins)**  
Presenter: Vinh Truong, Community Recreation Manager
3. **Update on Major Park Initiatives (30 mins)**  
Presenter: Rajinder Singh, Park Planner
4. **Centralization of Accessibility Information on the City's Website (20 mins)**
  - Advisory Committee (UAAC) Webpage Update  
Presenter: Sherri Birt, Committee Clerk
  - Accessibility Webpage Update and Review  
Presenter: Carlos Perez, Manager Transportation Planning
5. **Working Group Updates (Standing Agenda Item) (30 mins)**  
Presenter: Working Group Representative(s)

### OTHER BUSINESS

### NEXT MEETING DATE – June 6, 2017

### ADJOURNMENT



**UNIVERSAL ACCESS-ABILITY ADVISORY COMMITTEE**  
**Tuesday, February 21, 2017**

A Regular Meeting of the Universal Access-Ability Advisory Committee convened on Tuesday, February 21, 2017 at 7:00 p.m. in the Council Committee Room, City Hall, 3000 Guildford Way, Coquitlam, B.C. with the following persons present:

COMMITTEE MEMBERS: Councillor Bonita Zarrillo, Chair  
Kiyo Breiting  
Sally Comin  
Paul Jarvie  
Angelo Lam  
Steve Leung  
Kevin Lusignan, Community Ventures Society  
Ross Renaud, SHARE Family and Community Services Society  
Matthew Sebastini  
Martin Schikora  
Elaine Willis

OTHERS PRESENT: Councillor Terry O’Neill

REGRETS: Councillor Mae Reid, Vice Chair  
Natalie Lisik

STAFF: Carlos Perez, Manager Transportation Planning  
Sherri Birt, Committee Clerk

**CALL TO ORDER**

The Chair asked if there were any other items to be added to the Agenda and these were accepted under Other Business.

**ADOPTION OF MINUTES**

**1. Minutes of the Universal Access-Ability Advisory Committee Meeting held on Tuesday, November 1, 2016**

The Committee approved the Minutes of the Universal Access-Ability Advisory Committee Meeting held on Tuesday, November 1, 2016.

**NEW BUSINESS****2. Roundtable of Introductions**

The Chair facilitated member introductions in order to acquaint the Committee with one another.

**3. Committee Orientation / Review of Terms of Reference**

The Chair welcomed the members of the Universal Access-Ability Advisory Committee to their first meeting of 2017. The Committee Clerk provided an overview of the mandate of the Universal Access-Ability Advisory Committee and the role of advisory committees as a whole. She utilized an on-screen presentation and referred to slides titled as follows:

- City of Coquitlam Council
- 2017 Coquitlam Advisory and Statutory Committees
- Mandate of the Universal Access-Ability Advisory Committee
- The Role of the Chair and Vice Chair
- The Role of the Staff Lead(s)
- The Role of the Committee Clerk
- The Role of the Committee
- Term of Appointment for Committee Members
- Code of Conduct for Committee Members
- Additional Information for Committee Members
- Thank You!

Discussion ensued relative to the process for establishing working groups/sub-committees and details of their respective meetings.

**4. 2017 UAAC Work Plan Review and Approval**

The Manager Transportation Planning, provided the Committee with an on-screen presentation entitled "Universal Access-Ability Advisory Committee 2017 Work Plan" and referred to slides titled as follows:

- Five Meetings in 2017
- 2017 Work Plan Items
- Questions / Comments

The Chair invited members of the Committee to review the draft 2017 UAAC Work Plan.

Discussion ensued relative to the following:

- The desire for Adaptable/Accessible Sports to be included as a work plan item
- The desire for an 'emerging items' standing agenda item

At this time the Chair advised the Committee of an update email received from the Manager Recreation and Culture Services with regard to wheelchair sports programs in the City. She read aloud the email to the Committee, highlighting the staff follow-up with BC Wheelchair Sports Association to a previous Committee recommendation in this regard. It was noted that, while the BC Wheelchair Sports Association expressed that there were not enough persons with disabilities living in the area to warrant a program or “try-it” day, staff would continue to follow-up.

Discussion continued relative to the following:

- Data collection relative to the number of people living in the City with disabilities
- That Spinal Cord Injury BC is arranging coffee groups and are looking for venues to meet in the City
- BC Wheelchair Sports and how they collect their data/statistics
- The challenges faced by persons with disabilities in relation to accessing work-out facilities
- The desire to carry over “adaptive sports” onto the 2017 Work Plan
- The availability of statistics related to persons with mobility challenges
- The desire for more adaptive sports programs in the City
- The details regarding the “Accessibility Webpage” work plan item
- The desire to add “Inclusive Employment”, or a topic of this nature, as a potential work plan item, previous Committee discussions and staff feedback on this topic in the past

The Committee agreed to revise the draft 2017 Universal Access-Ability Advisory Committee Work Plan to include the following items:

- Data Collection and the Exploration of Adaptive Sports
- Development of an Inclusive Hiring Policy for the City of Coquitlam.

Discussion continued relative to the following:

- The desire that the City, in some form, recognize BC Access Awareness Day and the possibility for an outdoor event on the day
- The possibility of having a booth at the annual “Welcome to Coquitlam” event pertaining to accessibility awareness

The Manager Transportation Planning agreed to follow-up with the appropriate staff regarding the Committee’s interest in hosting a booth at the annual “Welcome to Coquitlam” event.

Discussion continued relative to opportunities to foster connections amongst persons with disabilities and the timeline for presenting the proposed “Recognition of BC Disability Employment Month” work plan item. The Committee expressed desire for discussion on this topic to occur earlier in the year, and agreed that it be presented as an agenda item on the April 4, 2017 meeting date.

The Committee approved the 2017 Universal Access- Ability Advisory Committee Work Plan with the above noted revisions and a copy is attached to, and forms a part of, these minutes.

The Committee recommends:

**COMMITTEE  
RECOMMENDATION**

That the 2017 Universal Access-Ability Advisory Committee Work Plan be approved.

**5. Establishment of Committee Working Groups**

The Chair provided information on the possibility of establishing working groups to focus on addressing the following topics: “Accessibility of City Events (Review of Event Accessibility Checklist)” and the “Exploration of Increasing Mental Health Awareness”.

Discussion ensued relative to previous Committee discussions on these topics and details regarding the potential subjects that may be addressed/reviewed by the individual working groups.

The Committee agreed to establish an “Accessibility of City Events Working Group” and the following Committee members volunteered to participate: Kiyo Breiting, Angelo Lam, and Martin Schikora. With consideration Ms. Natalie Lisik’s noted interested in the subject matter, the Committee nominated her as a member of this Working Group.

The Committee agreed to establish an “Exploration of Increasing Mental Health Awareness Working Group” and the following Committee members volunteered to participate: Sally Comin, Steve Leung, Paul Jarvie, and Matthew Sebastini.

The Committee Clerk agreed to review the availability of meeting rooms in City Hall for the working group meetings.

**OTHER BUSINESS**

**OB-1 Custom Transit Workshop of January 19, 2017 - Update**

The Manager Transportation Planning provided an update on the Custom Transit Workshop held on January 19, 2017 and noted the feedback received from the public with regards to custom transit. He highlighted that TransLink has committed to increasing the service hours of HandyDART service by 15% over the next three years.

**OB-2 Motion to Appoint Committee Member**

A member of the Committee requested that past Universal Access-Ability Advisory Committee member, Ms. Merle Smith, be added to the membership make-up of the 2017 Committee.

The Committee recommends:

**COMMITTEE  
RECOMMENDATION**

That Council direct staff to include Merle Smith as part of the 2017 Universal Access-Ability Advisory Committee membership make-up.

**OB-3 The Kudoz Program**

The Chair provided information relative to the work of the Kudoz Program. A member of the Committee spoke to the positive impact of the program and noted its purpose to broaden/enhance the life experience of people with developmental disabilities.

The Chair advised that she met with a representative from the program and noted the organization's desire for volunteers and shared the program's website information with the Committee members: ([www.kudoz.ca](http://www.kudoz.ca)).

**OB-4 BC Access Awareness Day**

A member of the Committee expressed their desire for the City of Coquitlam to recognize, in some form, BC Access Awareness Day on Saturday, June 3, 2017.

Discussion ensued relative to the potential ways and opportunities to recognize/acknowledge this day.


**NEXT MEETING DATE – Tuesday, April 4, 2017**

**ADJOURNMENT**

The meeting adjourned at 8:47 p.m.

MINUTES CERTIFIED CORRECT

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CHAIR

  
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Sherri Birt  
Committee Clerk