

**UNIVERSAL ACCESS-ABILITY ADVISORY COMMITTEE  
Tuesday, September 5, 2017**

A Regular Meeting of the Universal Access-Ability Advisory Committee convened on Tuesday, September 5, 2017 at 7:01 p.m. in the Council Committee Room, City Hall, 3000 Guildford Way, Coquitlam, BC, with the following persons present:

COMMITTEE MEMBERS: Councillor Bonita Zarrillo, Chair  
Sally Comin  
Kiyo Breiting  
Paul Jarvie  
Angelo Lam  
Steve Leung  
Natalie Lisik  
Ross Renaud, SHARE Family and Community Services Society  
Martin Schikora  
Matthew Sebastini  
Pete Stone, Community Ventures Society

REGRETS: Councillor Mae Reid, Vice Chair  
Kevin Lusignan, Community Ventures Society

ABSENT: Elaine Willis

STAFF: Carlos Perez, Manager Transportation Planning  
Angela Christensen, Manager Human Resources  
Linda Guenther, Employee Relations and Development Manager  
Karen Wong, Development Planner 2  
Sean O'Melinn, Legislative Services Manager

**CALL TO ORDER**

The Chair introduced staff to the Committee.

**ADOPTION OF MINUTES**

**1. Minutes of the Universal Access-Ability Advisory Committee Meeting held on Tuesday, April 4, 2017**

The Minutes of the Universal Access-Ability Advisory Committee Meeting held on Tuesday, April 4, 2017 were approved.

Note: The June 6, 2017 and September 5, 2017 minutes will be provided for consideration at the next meeting of the Universal Access-Ability Advisory Committee.

**NEW BUSINESS****2. The City of Coquitlam as an Equal Opportunity Employer**

The Manager Human Resources and the Employee Relations and Development Manager provided introductory comments and information regarding the hiring policy at the City of Coquitlam including the *Human Rights Code*, union agreements, the employer's duty to accommodate and privacy legislation.

She provided the Committee with an on-screen presentation entitled "Recruitment and Retention at the City of Coquitlam" and referred to slides titled as follows:

- Presentation Overview
- Who We Are
- HR 2020
- The Employee Lifecycle
- Recruitment Framework
- Our Brand
- Questions?

Discussion ensued relative to the following:

- The role of the Manager Corporate Planning and how the direction of the corporate plan is determined
- The practices of the City with respect to tracking statistics related to disabled employees
- The definition of an inclusive employer and the ways in which the City measures its inclusiveness
- Applying for jobs with the City without a computer
- The job posting process followed by the City and groups/agencies that are specifically contacted by the City
- How the City reaches out to groups to ensure inclusiveness
- Support and resources for City employees with respect to disability considerations
- What the City is doing with respect to the practice of hiring to achieve diversity and equality
- The desire for the City to consider the perceived barriers within the recruitment process and being intentional with posting placements
- The role of unions with respect to inclusive hiring
- The possibility of an inclusive hiring policy
- The current status of Coquitlam job postings and how employees are accommodated once hired

The Chair noted the importance of the issue and further noted that it could continue to be explored at future Committee meetings.

### 3. Full-Serve Gas Station Proposal Discussion

The Development Planner 2 provided the Committee with a brief introduction and information related to zoning changes proposed by an applicant with respect to full-service and self-service gas stations in Coquiltam.

She provided the Committee with an on-screen presentation entitled “Proposed Applicant – Initiated Service Station Zoning Changes” and referred to slides titled as follows:

- Applicant Proposal
- Lower Mainland At a Glance
- Discussion

Discussion ensued relative to the following:

- The belief that full-service stations are valuable for those with invisible disabilities
- The use of wireless payment
- The desire to see a mixture of full and self-serve options
- The physical challenge of payment for those with disabilities and the use of wireless payment
- Seniors’ use of, and desire for, continued full-service
- The purpose of the existing bylaw
- The intent of the proposed change to full-service regulations
- The economic challenges of moving away from full-service gas stations
- The use of apps at self-serve gas stations
- Support for a mixed service system and the need for more data related to the topic
- Concerns that a change to existing regulations could have a negative effect on the members of the Committee
- The higher cost of full-serve gas stations
- The belief that other gas stations could also move away from the full service option

### 4. Working Group Update: Exploration of Mental Health Awareness

A member of the Exploration of Increasing Mental Health Awareness Working Group introduced the Working Group members. He advised that the Group developed a framework around mental health and inclusiveness and provided guiding principles to achieve those goals. He provided the Committee with a handout entitled “Mental Health Working Group Proposal”.

Discussion ensued relative to the following:

- How the City supports health and wellness initiatives
- The possible reopening of Riverview and the pros and cons of institutionalization and de-institutionalization for persons with mental health needs
- The need to specify a location for mental health services in the proposal

The Committee recommended:

**COMMITTEE  
RECOMMENDATION:**

That Council receive the suggestions offered in the Mental Health Working Group Proposal and direct staff to provide feedback to the Committee on the initiatives that the City is currently undertaking in this regard.

**5. Working Group Update: Accessibility of City Events**

A member of the Accessibility of City Events Working Group provided the Committee with information regarding the Quick Checklist as developed by the Working Group. The member provided a description of the Checklist and its notable features.

Discussion ensued relative to the following:

- Additions to the Checklist with respect to having a JPEG file regarding being “air aware”, including the logo of the Committee
- Ways to clarify rest areas on the Checklist
- Making the Checklist understandable for widespread public use

**OTHER BUSINESS**

**OB-1 Welcome to Coquitlam Event - September 20, 2017**

The Manager Transportation Planning provided the Committee with an overview of the Welcome to Coquitlam event and the responsibilities associated with the Committee hosting a table.

Discussion ensued relative to the following:

- Volunteer staffing of the table at the event
- The setup of the table, post cards and pins, and the desire for balloons
- The ability to follow-up with event attendees who could have questions for the members manning the booth

**OB-2 Adult Change Tables in Public Washrooms**

The Chair introduced the subject and sought feedback from the Committee in relation to a request she had received for adult change tables in civic facilities.

Discussion ensued relative to the availability of adult change tables within City facilities and the need for the apparatus.

**NEXT MEETING DATE – Tuesday, November 7, 2017**

**ADJOURNMENT**

The meeting adjourned at 9:04 p.m.

MINUTES CERTIFIED CORRECT

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CHAIR

  
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Sean O'Melinn  
Legislative Services Manager