



MINUTES OF THE ADVISORY COMMITTEE ON ACCESSIBILITY MEETING

September 1, 2022

1:00 pm

2<sup>nd</sup> Floor Conference Room of City Hall  
1100 Patricia Boulevard, Prince George, BC

**PRESENT:** Mr. Chris Gobbi <Chair>  
Ms. Lydia Troc  
Ms. Laura Grafton <via Zoom>  
Ms. Roberta Chartrand <via Zoom>  
Mr. Ken Biron <via Zoom>  
Ms. Kalena Steiniger <via Zoom> <1:00 p.m. – 2:10 p.m.>  
Ms. Furqana Khan <via Zoom> <1:00 p.m. – 1:39 p.m.>

**REGRETS:** Ms. Kia Johnsen

**IN ATTENDANCE:** Mr. Chris Vliegenthart, Supervisor of Transportation/Staff Liaison  
Ms. Catharine Sikobe, Legislative Services Assistant  
Ms. Laurie-Ann Kosec, Project Manager, Recreation and Events <via Zoom>  
<1:00 p.m. – 1:39 p.m.>  
Mr. Jim Worthington, Manager, Aquatics Division <via Zoom><1:00 p.m. – 1:39 p.m.>

---

**A. COMMENCEMENT**

The meeting was called to order at 1:00 p.m.

**B. ADOPTION OF AGENDA**

**Moved By** Ms. Troc

**Seconded By** Mr. Biron

*That the agenda for the September 1, 2022 meeting of the Advisory Committee on Accessibility, BE ADOPTED.*

**Carried Unanimously**

**C. ADOPTION OF MINUTES**

**C.1 Minutes from the Advisory Committee on Accessibility meeting held July 7, 2022**

**Moved By** Ms. Khan

**Seconded By** Ms. Grafton

*That the minutes of the meeting held July 7, 2022 for the Advisory Committee on Accessibility, BE ADOPTED.*

**Carried Unanimously**

## **D. NEW BUSINESS**

### **D.1 Canfor Leisure Pool Accessibility**

Ms. Kosec, Project Manager, Recreation and Events, and Mr. Worthington, Manager of Aquatics, provided a summary of the accessibility features that have been included in the construction of the new Canfor Leisure Pool and thanked the Committee for their input during the design development phase. Ms. Kosec addressed updates related to construction and Mr. Worthington addressed updates related to operations.

Following an overview of the pool amenities, Mr. Worthington requested the Committee's input on language for signage identifying the three barrier-free change rooms which are intended for use by patrons requiring the provided accessible features. Discussion commenced with an emphasis on the need for appropriate wording, symbols, and braille. Ms. Kosec invited the Committee to continue brainstorming and to forward any ideas through Ms. Sikobe by September 9, 2022.

Mr. Worthington also advised of planned orientation opportunities for accessibility organizations and advocacy groups to be familiarized with the various accessible features. Information will be provided to the Committee when confirmed.

Ms. Kosec and Mr. Worthington left the meeting at 1:39 p.m.

The Zoom meeting was disconnected at 1:39 p.m. Ms. Khan left the meeting at 1:39 p.m. All other members attending via Zoom were reconnected at 1:41 p.m.

### **D.2 Ferguson Lake Update**

Mr. Vliegenthart advised that the Ferguson Lake Nature Reserve is owned by the Nature Trust of British Columbia with the City managing the operation and maintenance of the park. As such, while the Committee can make suggestions for improvements to the park, the decision to implement the suggestions lies with the Nature Trust of British Columbia.

Mr. Vliegenthart advised of the recent updates to the park including an accessible trail from the parking lot to the lake, accessible outhouses, and accessible picnic tables (proposed installation summer 2022). Additionally, the dock, which was accessible, but is currently in disrepair is expected to be reviewed and the request for an accessible trail around the lake has been denied.

Further discussion regarding this topic was deferred to the October 6, 2022 committee meeting.

### **D.3 Standing Item: Accessibility Week 2023**

Ms. Grafton recommended creating a calendar to track responsibilities and accountability, emphasized the need for a plan, and expressed willingness to help out with the event where needed. Mr. Gobbi suggested creating a working group and volunteered to coordinate the creation of a working group via email following the meeting.

**E. OLD BUSINESS****E.1 Civic Facility Audits (Work Plan Item 1A)**

Mr. Vliegenthart advised that the attached spreadsheet was provided to him by the Facilities Maintenance Group and other stakeholders in response to his request for information regarding completed work and clarified that many of the items that have been completed appear to be the larger, more expensive projects.

Following discussion regarding accountability for the completion of the items and the remaining items yet to be completed, the Committee brought forward options for contacting the departments and how the Committee may be involved in seeing the remaining items through to completion.

**Moved By** Ms. Grafton

**Seconded By** Ms. Troc

*That the Committee DRAFTS A LETTER to the relevant departments of the City with regards to the Accessibility Facility Audit requesting a timeline for completion of the remaining items as well as any obstacles to the completion of such items.*

**Carried Unanimously**

**E.2 Sidewalk Closure Procedures and Compliance (Work Plan Item 2C)**

Mr. Vliegenthart advised that he had not received any comments on the draft Report to Council that was provided to the Committee following the meeting of the Committee held on July 7, 2022. Mr. Vliegenthart invited the Committee to provide written comments to him via email by September 9, 2022.

**E.3 Review of Draft Age-Friendly Presentation and Best Practice Handbook**

Mr. Gobbi thanked Ms. Stiles, Ms. Chartrand, and Mr. Vliegenthart for their work on the presentation and handbook and invited comments from the Committee. Ms. Grafton suggested that the use of acronyms may be confusing and recommended that the first use of an acronym on each page be written out. Ms. Chartrand agreed to make these changes.

Mr. Vliegenthart suggested that the presentation and handbook be treated as living documents to be updated with new photos and information as they become available.

Utilization of these materials will be discussed at the October 6, 2022 meeting of the Advisory Committee on Accessibility.

Ms. Steiniger left the meeting at 2:10 p.m.

Ms. Troc suggested the graphic at the bottom of page seven (7) of the handbook as a potential option for identification of the Canfor Leisure Pool barrier-free change rooms (Item D.1) suggesting modifications to the graphic to remove any images that may not apply (i.e. parents and children).

The committee discussed that instead of signage on the doors, the graphic may be displayed as a mural or along the floor spanning across the three (3) entrances.

**F. INFORMATIONAL ITEMS****F.1 Next Committee Meeting: October 6, 2022 at 1:00 p.m.**

**G. ADJOURNMENT**

**THE ADVISORY COMMITTEE ON ACCESSIBILITY MEETING ADJOURNED AT 2:22 P.M.**

---

**Mr. Chris Gobbi, Chair**

---

**Mr. Chris Vliegthart, Supervisor of Transportation/  
Staff Liaison**

---

**Ms. Catharine Sikobe, Legislative Services Assistant**

---

**CERTIFIED CORRECT**