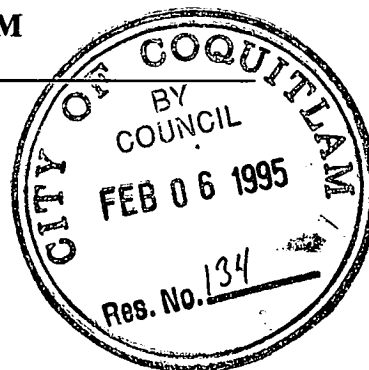




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Mayor L. Sekora

**MAYOR'S COMMITTEE FOR PEOPLE WITH DISABILITIES  
MEETING MINUTES  
THURSDAY, JANUARY 5, 1995 - 7:00 P.M.  
COQUITLAM PUBLIC LIBRARY - BOARDROOM**



Present: Councillor B. LeClair, Chair  
M. Smith  
A. Nelson  
L. Hauser  
C. Johnston  
C. Talbot  
L. Hodge  
D. Douglas  
G. Wong

Guests: Tony O'Regan, C.J.P. Architects, Pinetree Community Centre and Field House  
Barry Elliott, Director, Leisure and Parks Services

1. Agenda Approved
2. Minutes of December 1, 1994 Approved
3. Business Arising:

3.1 **Update on Letter to Mr. Bruce Chown of Handydart**

A. Nelson read aloud a thank you letter that she had written to Mr. Bruce Chown of Handydart. The Committee thanked her for her efforts and recommended that the copy of the letter also be forwarded to Terry McNanar, Bev Logan, and the Chimo Group. D. Douglas expressed her concerns with Handydart when her brother came to town for a visit. The Committee recommended that she write a letter of concern to Handydart on behalf of herself.

3.2 **Update on "A Way With Words"**

D. Douglas informed the Committee that she was responsible for making the material titled "A Way With Words" available to the group.

*MS*

3.3 **Accessibility Awards**

G. Wong reported that the Accessibility Awards need to be set up again. M. Smith and C. Talbot volunteered to undertake the task along with T. Arthur from Permits and Licences Department.

**PLEASE NOTE: The remaining items under Business Arising were not addressed due to lack of time. They will be addressed at the next Committee meeting.**

4. **New Business:**

4.1 **Guest: Tony O'Regan, C.J.P. Architects, Pinetree Community Centre and Field House**

T. O'Regan presented the design plans of the Pinetree Community Centre and Field House. It is a joint venture with Douglas College and School District No. 43. The plans include Douglas College which will be built first, a mini community centre, and a secondary school. Some highlights included the following:

- double doors; the Committee recommended that the doors be motion sensed
- one (1) disabled washroom
- two (2) general washrooms that will have disabled access
- elevator leading to second floor
- five (5) family change rooms
- storage for wheelchair sports
- possibility of a connector between the school and park.

The Committee emphasized the importance of exceeding the building code for people with disabilities, and that they would like input throughout the planning stage. The architect recommended that a letter be addressed to him regarding the Committee's request, and that drawings be made available at fifty and one hundred percent of the design stage. The Committee also recommended that an entire meeting be set aside to discuss access issues in regards with the design plans. The Committee then thanked T. O'Regan for attending the meeting.

Committee Action:

That G. Wong will write a letter to T. O'Regan regarding the Committee's request to view the design plans of the Pinetree Community Centre and Field House at fifty and one hundred percent of the design stage.

4.2 Access to Tennis Courts on Foster Avenue

B. Elliott presented various options regarding access to the tennis courts on Foster Avenue. The Committee recommended the use of a ramp at 1:15 ratio. B. Elliott will communicate our recommendations to the Permits and Licences Department.

Committee Action:

That B. Elliott will communicate to the Permits and Licences Department about the Committee's recommendation for a 1:15 ramp ratio for access to the tennis courts on Foster Avenue.

4.3 Format and Commitment to Committee Meetings

M. Smith discussed the importance of all members making a commitment and contributing to the Committee. She also discussed about how meetings could best be formatted. She recommended that only one guest be invited to a meeting. If there is a guest in attendance who has pertinent information to share, then an entire meeting would be used. The Committee was in agreement.

5. Next Meeting:

**Thursday, February 2, 1995 - 7:00 p.m.  
Coquitlam Public Library - Boardroom**

6. Adjournment:

9:00 p.m.



Mayor L. Sekora

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MAYOR'S COMMITTEE FOR PEOPLE WITH DISABILITIES  
MEETING MINUTES  
THURSDAY, FEBRUARY 2, 1995 - 7:00 P.M.  
COQUITLAM PUBLIC LIBRARY - BOARDROOM

Present: L. Hauser  
C. Talbot  
A. Nelson  
M. Smith  
C. Johnston  
G. Wong

Absent: D. Douglas  
L. Hodge  
Councillor B. LeClair, Chair

Guests: Barry Elliott, Director, Leisure and Parks Services  
Eric Bowes, Parks Design Technician 1, Leisure and Parks Services



- 1. Agenda Approved
- 2. Minutes of January 5, 1995 Approved
- 3. Business Arising:

3.1 Update on Leisure and Parks Projects

G. Wong reported that V. Sudra of Permits and Licences is scheduling a meeting during the week of February 6th with the Committee and the architect of the Cultural Complex beside LaFarge Lake. C. Talbot, A. Nelson, C. Johnston and M. Smith volunteered their time to meet with the architect on Thursday, February 9th at 4:30 p.m. G. Wong also reported that the City Centre Aquatic Complex received a request from a customer that the toilet dispensers be placed higher in the disabled washrooms. Since there has only been one request for a change, the Committee recommended that the pool monitor any future concerns from the public.

Committee Action:

That M. Smith, C. Talbot, C. Johnston, A. Nelson and G. Wong will meet with the architect of the Cultural Complex on Thursday, February 9th at 4:30 p.m.

That G. Wong will inform the City Centre Aquatic Complex to monitor any future requests to move the toilet dispensers higher in the disabled washrooms.

3.2 Review of Committee's Pamphlet

The Committee reviewed a draft copy of the updated pamphlet. The following changes were requested:

- City crest is required on cover
- Committee would like another picture on the cover. M. Smith will ask her friend who is a graphic designer if a picture can be provided.
- Under Accessibility Awards, separate "categories include..." and "The awards are presented...". Delete Chamber of Commerce.
- Under Mission Statement, place "to receive input..." first.
- Under current issues, place "accessibility of City facilities" first.
- Delete symbol of access.

3.3 Update of Accessible Playground Committee

L. Hauser reported that the Community Forum on Accessible parks and playground is scheduled for Tuesday, February 21st, from 7:00-9:00 p.m. in the Social Recreation Centre. The Committee is one of the key sponsors and members are encouraged to attend.

3.4 Update of Temporary Disabled Parking Permit

G. Wong reported that she had inquired into the promotion of the temporary disabled parking permit with K. Wright of Permits and Licences. An article about the availability of the permit has appeared in the Tri City News. C. Johnston recommended that Permits and Licences promote through the City's notice board. C. Talbot volunteered to write up the press release and have the Clerk's Office promote the permit through the medical community.

Committee Action:

That C. Talbot will write up a press release regarding the availability of the temporary disabled parking permit and send to G. Wong who in turn will forward to the Clerk's office for promotion in the medical community and the City's notice board.

3.5 Update on Inclusive Recreation Forum

G. Wong reported that she had participated in the Inclusive Recreation Forum that was held back in November of 1994. Various service providers and consumers had the opportunity to express concerns regarding gaps in recreation services for people with disabilities. Representatives from the Ministry of Sports, Culture, and Recreation who initially requested that a report be compiled were in attendance.

3.6 Update on Outstanding Issues

G. Wong shared with the Committee a list of outstanding issues that include Committee initiatives and correspondences. The list will be updated regularly when items have been completed.

3.7 Update on Lawn Bowling Club (Facility Access Pass)

Since Councillor B. LeClair was absent, the item has been deferred to the next Committee Meeting.

3.8 Accessibility Awards

C. Talbot reported that the Chamber of Commerce is not able to financially sponsor the awards this year. The subcommittee will explore other funding sources and still proceed as usual.

4. New Business:

4.1 **Guests: Barry Elliott, Director, Leisure and Parks Services, and  
Eric Bowes, Parks Design Technician I, Leisure and Parks Services**  
**Topic: Access to Tennis Courts on Foster Avenue**

E. Bowes presented the revised design plans of the ramp leading up to the tennis courts on Foster Avenue. The new ramp has a 1:15 ratio. The Committee approved the new ramp and recommended that a letter outlining our approval be submitted to Council through B. Elliott. The Committee also thanked the guests for putting the time and effort into revising the design plans.

Committee Action:

That G. Wong will write a letter on behalf of the Committee regarding the Committee's approval for a 1:15 ratio ramp leading up to the tennis courts on Foster Avenue, and then submit to B. Elliott for Council's viewing.

4.2 **Resignation of Daphne Douglas**

G. Wong reported that D. Douglas is moving to Maple Ridge and therefore, is not eligible to represent the Committee. The Committee recommended that a thank you card be given to D. Douglas for her contributions. The Committee also recommended that they think about potential members who may be interested in joining. Possible areas include School District 43, the Stroke Club and parents with children with disabilities. Once a person is selected, the name would be submitted to the Mayor for approval and appointment.

Committee Action:

That G. Wong put together a thank you card for D. Douglas that is to be signed by the Committee.

That the Committee think about potential members who may be interested in joining.



5. Next Meeting:

**Thursday, March 2, 1995 - 7:00 p.m.  
Coquitlam Public Library - Boardroom**

6. Adjournment:

8:30 p.m.



Mayor L. Sekora

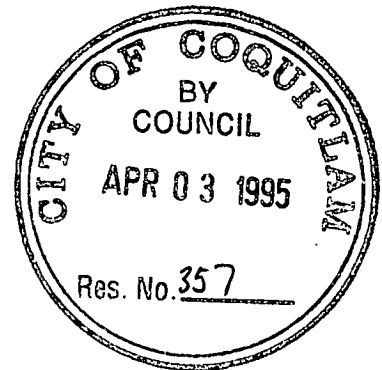
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**MAYOR'S COMMITTEE FOR PEOPLE WITH DISABILITIES  
MEETING MINUTES  
THURSDAY, MARCH 2, 1995 - 7:00 P.M.  
COQUITLAM PUBLIC LIBRARY - BOARDROOM**

Present: M. Smith, Acting Chairperson  
L. Hauser  
C. Talbot  
L. Hodge  
C. Johnston  
D. Douglas  
G. Wong

Absent: A. Nelson  
Councillor B. LeClair, Chair

Guests: Tom Weeks, Architect,  
Waisman Dewar Grout Carter Inc. (WDGC),  
Vraj Sudra, Permits and License Department



- 1. Agenda Approved
- 2. Minutes of February 2, 1995 Approved
- 3. Business Arising:

3.1 Update on Leisure and Parks Projects

G. Wong reported that the building of the tennis ramp on Foster Avenue has been approved by Council and should be completed within 3 weeks. She and A. Nelson met with V. Sudra and J. Stanley of WDGC on February 9, 1995 regarding the Cultural Complex. Notes were taken by both G. Wong and V. Sudra, and were distributed to Committee members. Furthermore, the Pinetree Community Centre plans are approaching the 50% design stage. B. Elliot will liase with the architect about a future meeting with the Committee

*Me*

3.2 **Review of Committee's Pamphlet**

M. Smith reported that she has yet to speak with her graphic design contact. She will report on her findings at the next Committee meeting.

3.3 **Update of Accessible Playground Committee**

L. Hauser reported that the Community Forum was held on February 21, 1995 regarding access issues and plans of action. The Accessible Playground Committee will meet soon to evaluate the forum and discuss where to proceed next.

3.4 **Update of Temporary Disabled Parking Permit**

C. Talbot reported that she has written a press release regarding the availability of a temporary parking permit.

**Committee Action:**

That G. Wong will forward information about the temporary parking permit to the Clerk's Office for release to the public.

3.5 **Update on Lawn Bowling Club (Facility Access Pass)**

Since Councillor B. LeClair was absent, the item was deferred to the next Committee meeting.

3.6 **Update on Accessibility Awards**

M. Smith reported that a press release, regarding the awards, has been sent out to the local community papers. The staff contact from Permits and Licenses is Perry Halabuza who will promote through publications such as the Real Estate Weekly, Architect publications etc. G. Wong will forward information about the awards to P. Halabuza. Furthermore, the Committee suggested possible funding sources for awards.

Committee Action:

That G. Wong will forward information about the Accessibility Awards to P. Halabuza of Permits and Licenses.

4. New Business:

4.1 Daphne Douglas - Farewell

Since D. Douglas resigned as a member, the Committee gave her a small farewell. A small token of appreciation from the Mayor's Office was presented to her. The Committee graciously thanked D. Douglas for the time that she gave and the contributions that she made.

4.2 Guests: T. Weeks, Architect, Waisman Dewar Grout Carter Inc., V.Sudra, Permits and Licences

T. Weeks presented the design plans of the Cultural Complex. Further to the meeting that was held on February 9, 1995, the following items were added (see attached for items that were recorded at the February 9, 1995 meeting):

- nine wheelchair parking stalls will be available - one in the back, three in the immediate front, and five in the general lot.
- front entrance ramp - will be covered and two wheelchairs can easily pass by.
- funding of complex is a mixture of City, private, and fundraising.
- **automatic doors will be installed by the ticket office and the exhibition hall.**
- **full automation is preferred.**
- **if hand motion, a permanent sign that explains its use will be required.**
- **elevator - control heights will need to be lower, M. Smith will provide specifications to V. Sudra.**

- keep baby room separate from wheelchair washroom.
- public washrooms - does not matter where wheelchair cubicle should be located.
- **restaurant** - is a separate entity from the complex
  - **best that City can do is recommend that the business consider accessibility.**
- **wheelchair washrooms - 2 need to be provided, one for left transfers and the other for right transfer that is to be stated on the door.**
- opening of complex is anticipated for September of 1996.
- theatre - will have hearing system.
- contrasting strips for stairs.
- **floor surface from front wheelchair parking stalls to entrance stairs - recommended that they not be unit pavers.**
- V. Sudra would like access specifications from the Committee by the following week.

Committee Action:

That the Committee forward access specifications regarding the Cultural Complex by March 12, 1995 to V. Sudra of Permits and Licenses.

**PLEASE NOTE: Other new business items were not able to be discussed due to insufficient time.**

5. Next Meeting:

**Thursday, April 6, 1995 - 7:00 p.m.  
Coquitlam Public Library - Boardroom**

6. Adjournment:

9:00 p.m.



Mayor L. Sekora

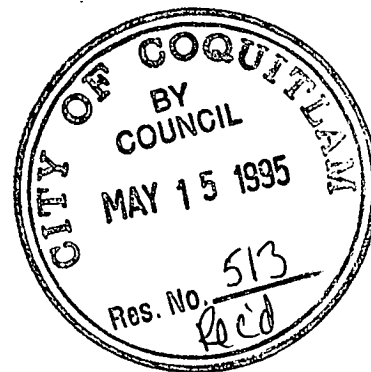
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**MAYOR'S COMMITTEE FOR PEOPLE WITH DISABILITIES  
MEETING MINUTES  
THURSDAY, APRIL 6, 1995 - 7:00 P.M.  
COQUITLAM PUBLIC LIBRARY - BOARDROOM**

**Present:** Councillor B. LeClair, Chairperson  
M. Smith  
L. Hauser  
C. Johnston  
A. Nelson  
G. Wong

**Absent:** L. Hodge  
C. Talbot

**Guests:** Gillian Elliott, Director, Place des Arts  
Vraj Sudra, Permits and Licences Department  
Warwick Ashley, Architect, Iredale Partnership



1. Agenda Approved
2. Minutes of March 2, 1995 Approved
3. Business Arising:
  - 3.1 Update on Leisure and Parks Projects

G. Wong reported that since the Committee is now involved with a number of civic projects, it would be best to update the Committee regularly. The tennis ramp on Foster Avenue is near completion. She and L. Hauser briefly toured the facility and observed that the counters were built at a lower height. They did not have the opportunity to view the shower area. Correspondence from CJP Architects of Pinetree Community Centre was received, stating that input from the Committee has been discussed and approved. Copies of the working drawings at 50% and 100% will be provided. G. Wong will check with Edie Ash to find out when the next meeting with the architect will be scheduled. The Committee has already met with the architect of the Cultural Complex, and they are meeting with the architect of Heritage Square this evening.

*W*

Committee Action

That G. Wong will discuss with Edie Ash about the scheduling of the next meeting with the architect of the Pinetree Community Centre.

3.2 Review of Committee's Pamphlet

G. Wong reported that she was in contact with the graphic designer who was recommended by M. Smith. The designer is able to provide ideas but is not able to carry out the actual work since we do not have a budget. The Committee discussed possible ideas and recommended that a photo be used. G. Wong will look into possible photos.

Committee Action

That G. Wong will look into possible photos for the cover of the Committee's pamphlet.

3.3 Update of Accessible Playground Committee

G. Wong reported that the Accessible Playground Committee met recently to evaluate the Community Forum that was held on February 21, 1995. Based upon input from interested residents, the Playground Committee decided upon the following: access guidelines pertaining to parks and playgrounds will be developed, and a frequently used playground will be selected for retrofitting. A meeting will be scheduled in the future to invite the community to contribute their time in assisting with the projects.

3.4 Update of Lawn Bowling Club (Facility Access Pass)

G. Wong reported that the lawn bowling season will be underway soon. The Committee was requesting clarification as to whether the facility access pass covers the lawn bowling facility. Councillor B. LeClair recommended that representatives from the Committee meet with the executive to discuss the issues of access to playing time for individuals with disabilities and payment for individuals in financial need. He suggested that the Committee first speak with Jill Rowledge who is the coordinator of Dogwood Pavilion. A. Nelson volunteered to be one of the Committee representatives who will attend the Executive meeting.



Committee Action

That G. Wong will speak with Jill Rowledge of Dogwood Pavilion regarding the Lawn Bowling Club to inquire about access to playing time for individuals with disabilities and payment for individuals in financial need.

3.5 Update on Accessibility Awards

C. Talbot reported that P. Halabuza of Permits and Licences Department provided a list of possible nominees in all four categories. She and M. Smith will follow up with a phone call. Funding sources for the awards have not been found. Councillor B. LeClair recommended that he will look into possible funding sources, and suggested that the awards presentation take place at a June 5th Council Meeting at the City Centre Aquatic Complex. G. Wong suggested that the names of the winners appear on the plaques.

Committee Action

That G. Wong will discuss with Warren Jones of the Clerk's Office the possibility of moving the June 5th Council Meeting to the City Centre Aquatic Complex. That the names of the winners of the Accessibility Awards appear on the plaques.

4. New Business:

4.1 **Guests: Warwick Ashley, Architect, Iredale Partnership; Vraj Sudra, Permits and Licences Department; Gillian Elliott, Director, Place des Arts**

W. Ashley presented the design plans of Heritage Square. The following access items were discussed:

- there are two phases to the project
- elevator access to three levels
- phase 1 is the Place des Arts building - construction in July '95 and completion by February '96
- **disabled parking - 2 stalls are already available by Mackin House**
  - **recommended that vertical signs indicating disabled stalls be erected**
  - ramp access to Ryan House
  - underground parking - 1 wheelchair stall

- elevator - recommended that the operation buttons be one foot lower than what is indicated in building code 3.7 and that there be braille and auditory signal
- pavements are interlocking - concern from Committee about the possibility of pavement being uneven, architect commented that the unevenness is due to how the pavement is laid down; M. Smith recommended pressed concrete
- temporary deck between Mackin House and Ryan House
- first level will consist of atrium and gallery
- public washroom - one wheelchair stall in the men's and women's
- change room
  - recommended that there be a change table and that G. Wong provide specifications to Vraj Sudra
  - locker height at a lower height
  - sinks to have lever handles and clearance for wheelchair space
  - shower to have hand held shower head, fold down seat with specifications from G. Wong, and grab rail
- kiln area and art studios
- staircase
  - recommended that there be visual strips and railing extended at the top and end of the stairs
- second level
  - called mezzanine
  - no connection yet to Ryan House
- recommended that there be no door closure for the washrooms
- front entrance
  - has push down bar on the inside and lever handle on the outside
  - recommended that there be automatic doors
- recommended that the Committee visit building before plumbing takes place
- recommended that the fire alarm be visual and auditory
- recommended that there be an area of refuge
- there is no information on signage presently
- no water fountain presently
- public telephone in rehearsal room and house phone in renaissance room
- Committee will meet again with architect prior to tender - possibly in May or June

4.2 **Directory of Accessible Buildings**

G. Wong reported that the Library was inquiring about the availability of a resource booklet that outlines a list of accessible buildings. They have fielded a number of requests from the public. The Committee does not have the funding nor time. The Committee suggested that the Planning Department be approached with the idea.

**Committee Action**

That G. Wong will approach K. Wright of the Permits and Licences Department regarding the possibility of developing a resource booklet that outlines a list of accessible buildings.

4.3 **Nomination of New Committee Members**

Councillor B. LeClair suggested that Committee members put forward possible nominations for new Committee members at the next Committee meeting. The Committee will then forward selected names to the Mayor for formal approval.

**Committee Action**

That the Committee forward nominations for new members at the next Committee meeting.

5. **Next Meeting:**

**Thursday, May 4, 1995 - 7:00 p.m.  
Coquitlam Public Library - Boardroom**

6. **Adjournment:**

9:00 p.m.



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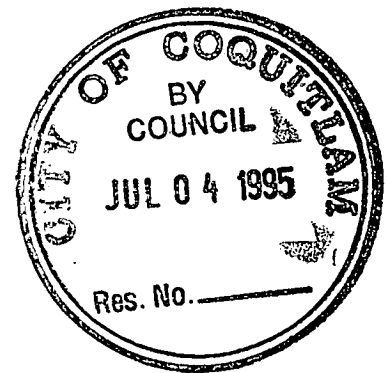
Mayor L. Sekora

**MAYOR'S COMMITTEE FOR PEOPLE WITH DISABILITIES  
MEETING MINUTES  
THURSDAY, JUNE 1, 1995 - 7:00 P.M.  
COQUITLAM PUBLIC LIBRARY - BOARDROOM**

**Present:** Councillor B. LeClair, Chairperson  
M. Smith  
L. Hauser  
C. Johnston  
A. Nelson  
L. Hodge  
G. Wong

**Absent:** C. Talbot

**Guests:** Mark Vance, CJB Architects Carlberg Jackson Partners



- 1. Agenda Approved
- 2. Minutes of April 6, 1995 Approved
- 3. Business Arising:

**3.1 Update on Leisure and Parks Projects**

G. Wong reported that she will keep abreast of all civic projects on behalf of the Committee over the summer. If any pertinent access issues arise, a special meeting may have to be called. Committee members said that they would be able to attend.

**3.2 Review of Committee's Pamphlet**

G. Wong distributed photos of A. Nelson and a member of Chimo Achievement Centre. A photo was selected and will be used on the cover of the Committee pamphlet. G. Wong will send the pamphlet down to printing and distribute to the public. Pamphlets will also be sent to the media accompanied with the words of dignity list that was suggested by C. Johnston.

*llc*

Committee Action

That G. Wong will send the Committee pamphlet down to printing and distribute to the public. That she will also send the Committee pamphlet to the media accompanied with the words of dignity list.

3.3 Update of Accessible Playground Committee

L. Hauser reported that the follow-up meeting to the Community Forum on Play for All will be held on September 27 from 6:30 - 8:30 p.m. at the Social Recreation Centre. All previous participants have been contacted and new interested members will be informed through public promotion.

3.4 Update of Lawn Bowling Club (Facility Access Pass)

G. Wong reported that she was in contact with the President of the Lawn Bowling Association. Unfortunately, the Committee missed the last lawn bowling meeting. The President will inform the Committee when the next meeting will be to discuss wheelchair access and fee subsidies. A. Nelson volunteered to attend the meeting with G. Wong.

Committee Action

That G. Wong and A. Nelson will attend the next lawn bowling meeting to discuss wheelchair access and fee subsidies.

3.5 Update on Accessibility Awards

G. Wong reported that the winners of the Accessibility Awards have been selected and promoted in the local papers. Presentation of the awards will take place on June 5th at 7:30 p.m. at C.C.A.C. at a Council Meeting. Beforehand at 7:00 p.m., members of the Committee will be providing a tour of the facility to highlight access features for the Councillors and the media. M. Smith recommended that the awards process be evaluated and that implementation of the awards happen in early 1996. C. Talbot, M. Smith, and P. Halabuza of Permits and Licences were thanked for their hard efforts.

The winners were:

*Institutional Category* - Roy Stibbs Elementary

Honourable Mention - City of Coquitlam, Parks and Environmental Services

*Commercial Category* - Toronto Dominion Bank, 1140 Johnson St.

Committee Action

That the Accessibility Awards process be evaluated in the September meeting and that implementation of the awards happen in early 1996.

3.6 Update on Directory of Accessible Buildings

G. Wong reported that the Library on Poirier St. was receiving inquiries from the public about the availability of a resource booklet on accessible buildings. She contacted Permits and Licences Department who presently do not have the staff time nor funding to produce such a booklet. The City of Vancouver is in possession of one that was compiled by the B.C. Coalition for the Disabled. Councillor B. LeClair recommended that the issue and possible funding sources be placed as an agenda item in the September meeting.

Committee Action

That the idea of a directory of accessible buildings and possible funding sources will be discussed at the September meeting.

4. New Business:

4.1 Guests: Mark Vance, CJP Architects Carlberg Jackson Partners

M. Vance presented the design plans of Pinetree Community Centre. The following access items were discussed:

- **4 parking stalls for people with disabilities** - 2 in the side lot, 2 in the main lot. G. Wong to check width and give proper specifications. Committee recommended that a fifth stall be added. G. Wong to speak with B. Elliott, Director of Leisure and Parks Services. Committee recommended that there be wheelchair signs for the public.
- **Entrance doors** - Committee recommended that they be hand motion operated.
- Sidewalk has rough texture.
- **Front desk** - Committee recommended that the counters be lowered and that there be free space underneath.

- Accessible changeroom is unisex and has washroom and shower.
- **Committee recommended that there be an alarm system for help in the changeroom area.**
- Common washrooms have one wheelchair stall.
- Another accessible washroom is located between the common washrooms.
- **Committee recommended that there be a mix of left and right transfer toilets.**
- **G. Wong to give proper specifications of change table and fold down seat.**
- Accessible changeroom in men's and women's changerooms.
- Teen washroom is accessible.
- **Committee recommended that the mirrors be lowered and that the sink have a single lever.**
- **Committee recommended that the public phone be lowered. G. Wong to give proper specifications.**
- **Committee recommended that the water fountain be located by the accessible washroom. If it cannot be relocated, Committee recommended that the alcove be removed or that one side of the alcove be removed.**
- **Committee recommended that there be knee space under vanities.**
- **Elevator for two levels - Committee recommended that the panel be moved down one foot.**
- **Committee recommended that the children's washroom have a lower toilet.**
- Completion of building in September 1997.

4.2 **Nomination of New Committee Members**

G. Wong reported that two Coquitlam residents have expressed an interest in becoming Committee members. The Committee recommended that both be nominated and that their letter of interest be submitted to the Clerk's Office for the Mayor to approve.

**Committee Action:**

That G. Wong will forward the names of both nominees to the Clerk's Office for the Mayor to approve.

4.3 **N.A.A.W.**

G. Wong reported that the Parks and Recreation Departments of Coquitlam, Port Coquitlam, and Port Moody, will be hosting a Fitwalk, Run or Roll event, on June 4th starting at 11:00 a.m. in celebration of National Access Awareness Week and Summer Active '95. They received a \$100 grant from the Provincial N.A.A.W. Office.

4.4 **Information-Sharing**

M. Smith reported that the revised copy of Building Code 3.7 has been completed and will be available within a month through the Building Standards Division in Victoria. She also reported that GAIN for the handicapped is undergoing a change and will depend upon change in the functioning of an individual. If a person finds work, GAIN will be discontinued. If the person finishes work, GAIN will resume.

5. **Next Meeting:**

**Thursday, September 7, 1995 - 7:00 p.m.  
Coquitlam Public Library - Boardroom**

6. **Adjournment:**

9:00 p.m.

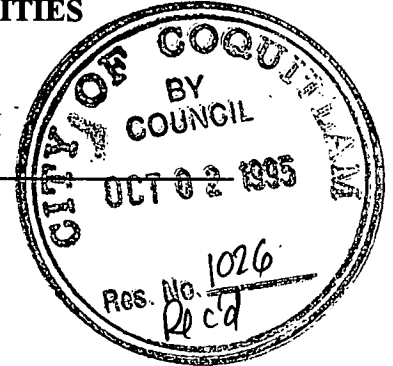




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Mayor L. Sekora

**MAYOR'S COMMITTEE FOR PEOPLE WITH DISABILITIES  
MEETING MINUTES  
THURSDAY, SEPTEMBER 7, 1995 - 7:00 P.M.  
COQUITLAM PUBLIC LIBRARY - BOARDROOM**



**Present:** Councillor B. LeClair, Chairperson  
M. Smith  
C. Johnston  
C. Paterson  
D. McInnes  
C. Talbot  
C. Dishaw, Acting Staff Representative

**Absent:** L. Hodge  
A. Nelson  
L. Hauser

1. Agenda Approved
2. Minutes of June 1, 1995 Approved. Moved by Dr. Crosby, Seconded by M. Smith
3. Business Arising:

**3.1 Update on Leisure and Parks Projects**

Councillor LeClair updated the Committee in regards to upcoming building projects. G. Wong is to get update on progress of Justice Building, Cultural Centre and Pinetree Recreation Complex. Contact for information on these buildings is K. Wright, Director of Permits and Licences.

There was discussions about schools and who is responsible for the accessibility to their buildings, and also if the schools need support of the Committee.

As well, there was discussion about the doors to the Poirier-facing side of the Library not being accessible.

There was question about stairs into the pool at the Civic Centre Aquatic Complex. There will be an update at the next meeting.

There is a need to have the drawings of the new Pinetree Community Centre reviewed by the Committee; G. Wong to arrange for next meeting.

M. Smith discussed making each meeting a theme meeting; i.e. housing and developing strategies.

3.2 **Update on Lawn Bowling Club**

There will be an update on the Lawn Bowling Club at the next meeting.

3.3 **Review of Accessibility Awards**

M. Smith suggests that the planning start earlier this year; change the marketing strategy. There was discussion about giving out award information whenever a permit is issued or have the award information available at the counter. It was asked if information can be given out with permits/applications? What would be the most effective way to get information out with the permits? Dr. Johnston suggested a mailout to permit holders.

3.4 **Directories**

The Committee discussed hiring a person to put together a guide to Coquitlam's accessible business, buildings and transportation, and organizations. Information should go onto GIS. G. Wong is to look into funding for directory staff and printing. Councillor LeClair suggested asking Council for funding. Research needs to be done to look at the cost for the Coalition, City of Vancouver and Regina's directories.

4. **New Business:**

4.1 **Introductions of New Members - C. Paterson and D. McInnes**

Two new Committee members were introduced: C. Paterson and D. McInnes.

4.2 **Information Sharing**

Councillor LeClair updated on new buildings. There were suggestions to look at Provincial funding for the directory or apply to the Coquitlam Foundation. G. Wong to write to the Office of Disability Issues in Victoria for information on their services.

4.3 **Wish List**

The Committee presented ideas for funding for the following year:

- accessible door on the Poirier side of the Library building;
- touch pad system sensors for crosswalk signals; and
- movable stairs at CCAC for the lengths area.

The Committee members are to bring forward further ideas at the next meeting.

There was discussion with C. Paterson regarding curb cuts and Nelson St. It was recommended that C. Paterson contact the Engineering Department.

5. **Next Meeting:**

**Thursday, October 5, 1995 - 7:00 p.m.  
Coquitlam Public Library - Boardroom**

6. **Adjournment:**

8:30 p.m.

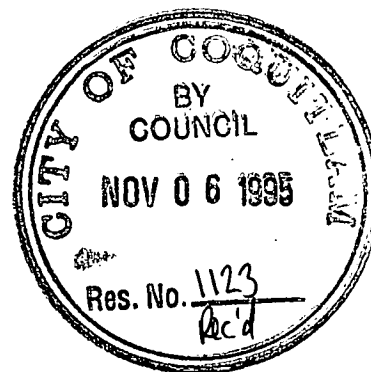


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Mayor L. Sekora

**MAYOR'S COMMITTEE FOR PEOPLE WITH DISABILITIES  
MEETING MINUTES  
THURSDAY, OCTOBER 5, 1995 - 7:00 P.M.  
COQUITLAM PUBLIC LIBRARY - BOARDROOM**

Present: M. Smith  
L. Hauser  
C. Johnston  
A. Nelson  
G. Wong  
C. Talbot  
L. Hodge  
D. McInnes  
C. Patterson



Absent: Councillor Bill LeClair

1. Agenda approved.
2. Minutes of September 7, 1995 approved.
3. Business Arising:

3.1 Update on Leisure and Parks Projects

G. Wong updated the Committee on a number of civic buildings. Planet Ice is a private, two rink facility. The City has had no input in the design plans but they will be allocated some ice time for sport user groups. The Committee recommended that a letter be written to the private facility to inquire about access and to possibly arrange for a tour. C. Talbot volunteered to write the letter.

Committee Action:

That C. Talbot will write a letter on behalf of the Committee to Planet Ice, inquiring about access and to possibly arrange for a tour.

*M*

G. Wong reported that the Justice Building is now in the planning design stage and that V. Sudra from Permits and Licences will update the Committee. V. Sudra has distributed copies of the latest floor plans of Heritage Square and has asked the Committee to review and comment. M. Smith and C. Patterson volunteered to assist in the task.

Committee Action:

That M. Smith and C. Patterson will review and comment on the latest floor plans of Heritage Square projects.

G. Wong reported that the final plans of the Cultural Complex is not yet completed. She also reported that B. Elliott of Leisure and Parks Services has asked that the Committee review and comment on the latest floor plans of Pinetree Community Centre along with a staff representative from Permits and Licences. She will arrange for a future meeting.

Committee Action:

That G. Wong will arrange for a future meeting with a staff representative from Permits and Licences regarding the reviewing of the floor plans of Pinetree Community Centre.

3.2 Update on Lawn Bowling Club

G. Wong reported that the Lawn Bowling Club was never in contact with her over the summer regarding the set-up of wheelchair participation on the lawn bowling greens. She was recently in contact with the President who informed her that the Club never had any formal meetings and that they were open to wheelchair participation. G. Wong emphasized the importance of developing guidelines in conjunction with the Lawn Bowling Club. The President recommended that Committee representatives attend a meeting in January after the executive changes. G. Wong and A. Nelson volunteered to attend.

Committee Action:

That G. Wong and A. Nelson will attend a meeting with the Lawn Bowling Club in January of 1996.

3.3 **Update on Directory of Accessible Buildings**

G. Wong reported that she researched information about the Vancouver Directory that was completed in 1992 in time for the Independence '92 Conference. The Directory focused upon City programs and services for people with disabilities and was funded totally by the City. A committee of representatives from City departments assisted in the compilation of information. G. Wong also distributed copies of potential funding sources for the directory. M. Smith recommended that prices of other directories be researched. G. Wong and D. McInnes volunteered to assist. M. Smith reported that she will contact the Office of Disability Issues to inquire about provincial funding sources. The Committee recommended that the Directory focus upon accessible places in Coquitlam.

Committee Action:

That G. Wong and D. McInnes will research prices of other directories. That M. Smith will contact the Office of Disability Issues to inquire about provincial funding sources for the directory.

3.4 **Discussion Regarding Wish List**

The Committee added the following items to its wish list for funding consideration:

- C.C.A.C. - stair lift to use in regular pool
- railing for access into leisure pool

3.5 **Update on Correspondence**

G. Wong reported that the letter that was written to the Merchant's Association regarding disabled parking stalls at the southeast corner of Como Lake Village has yet to be resolved. C. Johnston volunteered to contact the Merchant's Association to discuss the matter. Furthermore, C. Talbot recommended that an insert explaining the importance of access be included in the Chamber of Commerce newsletter to businesses. G. Wong reported that Port Moody's Mayor's Committee for People with Disabilities prepared a pamphlet that outlined the importance of businesses ensuring access for all customers, distributed during National Access Awareness Week. She will attempt to secure a copy.

Committee Action:

That C. Johnston will contact the Merchant's Association regarding disabled parking at the southeast corner of Como Lake Village. That C. Talbot will inquire about an insert explaining the importance of businesses ensuring access for all customers with the Chamber of Commerce. That G. Wong will secure a copy of a pamphlet that was prepared by Port Moody's Mayor's Committee for People with Disabilities, emphasizing the importance of access and distributed to businesses.

3.6 **Bollards on Poirier**

L. Hauser raised the issue about the bollards on Poirier that have yet to be painted to ensure safety for children and people with visual impairments. G. Wong will look into the issue.

Committee Action:

That G. Wong will look into the painting of the bollards on Poirier to ensure safety for children and people with visual impairments.

3.7 **Play for All Planning Committee**

L. Hauser reported that the Play for All Planning Committee will be hosting an action planning meeting for Thursday, October 26th from 7:30 - 9:00 p.m. at Dogwood Pavilion. Two ideas will be discussed: the retrofitting of an existing park and playground, and the creation of a manual that outlines access guidelines. The Committee is hoping to see a community driven project.

4. **New Business:**

4.1 **Together Against Violence Month**

G. Wong reported that the Social Planning Committee of the Society of Community Development is planning a 'Together Against Violence Month' for November. They have invited the Committee to participate in some way to raise awareness about violence towards people with disabilities. The Committee agreed that an awareness event would be appropriate. M. Smith suggested that a person who specializes in self defense be invited to demonstrate how people with disabilities can protect themselves and that perhaps Chimo Achievement Centre could be the host. A. Nelson volunteered to contact the name of the person recommended by M. Smith.

Committee Action:

That A. Nelson will contact the person who specializes in self defense and inquire about the feasibility of performing a demonstration for the members of Chimo Achievement Centre during November for 'Together Against Violence Month'.

4.2 New Correspondence

A. Nelson reported that a participant of Chimo Achievement Centre has written a letter to the Committee to inquire about the possibility of becoming a member. M. Smith explained that all members are appointed by the Mayor on a yearly basis, however, the participant is welcome to attend a future Committee meeting.

Committee Action:

That A. Nelson will extend an invitation to the participant from Chimo Achievement Centre to attend a future Committee meeting.

4.3 Subsidized Housing

D. McInnes raised the issue about lack of subsidized housing for people with disabilities. She reported that Ontario has no incentives. M. Smith reported that Vancouver will reduce the price of a permit to half the cost if a number of wheelchair suites are included. M. Smith recommended that D. Day who is the new Director of Planning be invited along with Ben Ostrander, who is a Vancouver architect and who has worked towards designing barrier-free buildings, to discuss subsidized housing.

Committee Action:

That G. Wong will invite D. Day who is the Director of Planning and Ben Ostrander who is a Vancouver architect to a future Committee meeting.



5. Next Meeting

**Thursday, November 2, 1995 - 7:00 p.m.**  
**Coquitlam Public Library - Boardroom**

6. Adjournment

9:00 p.m.



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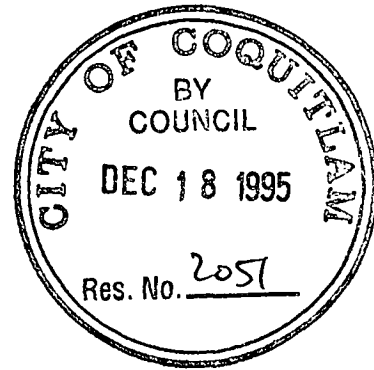
Mayor L. Sekora

**MAYOR'S COMMITTEE FOR PEOPLE WITH DISABILITIES  
MEETING MINUTES  
THURSDAY, NOVEMBER 2, 1995 - 7:00 P.M.  
COQUITLAM PUBLIC LIBRARY - BOARDROOM**

Present: M. Smith  
C. Paterson  
D. McInnes  
A. Nelson  
G. Wong

Absent: Councillor Bill LeClair  
L. Hauser  
C. Talbot  
L. Hodge  
C. Johnston

Guests: Corrine Riedyk, Coquitlam Resident  
P. Halabuza, Permits & Licenses



- 1. Agenda approved.
- 2. Minutes of October 5, 1995 approved.
- 3. Business Arising:

**3.1 Update on Leisure and Parks Projects**

M. Smith reported that she and C. Paterson have reviewed and commented upon the latest floor plans of Heritage Square. She passed on the notes to G. Wong for typing and for forwarding to V. Sudra of permits and Licenses. G. Wong reported that she has not received any response from Planet Ice and that she will initiate a telephone call. She also reported that V. Sudra will be forwarding drawings soon with regards to the Cultural Complex, and that P. Halabuza of Permits and Licenses will be present this evening to present the design plans of Pinetree Community Centre at the fifty percent mark.

Committee Action:

That G. Wong will forward the notes of Heritage Square that were revised by M. Smith and C. Paterson to V. Sudra of Permits & Licenses. That G. Wong will contact Planet Ice in regards to the Committee's correspondence.

3.2 Update on Directory of Accessible Buildings

M. Smith reported that she wrote a letter to the Provincial Office of Disability Issues regarding potential sources of provincial funding. G. Wong reported that the B. C. Coalition of People with Disabilities received funding through a U.I. grant. The person who was as hired worked for three months, mainly researching through the phone and occasionally visiting a few sites when necessary. Between three thousand and four thousand dollars was spent upon printing. The B.C. Coalition recommended that the Committee seek commercial sponsorship and develop an access checklist as to what access means. D. McInnes reported that Surrey received funding from the Canada Employment Centre. She spoke with the person who compiled the information and who visited the sites, and he was willing to volunteer his time initially with the project. C. Riedyk knows of a volunteer as well. The Committee recommended that he be invited to the January 1996 meeting. The Committee also recommended that a subcommittee form to oversee the project, and that Councillor B. LeClair inquire about City funding.

Committee Action:

That a subcommittee form who will oversee the creation of a directory of accessible buildings. That D. McInnes invite the person who was hired from Surrey to the January 1996 meeting. That Councillor B. LeClair inquire about City funding.

3.3 **Update on Correspondence**

Since C. Johnston was absent, the item was deferred to the next Committee meeting.

3.4 **Update on Chamber of Commerce Insert**

Since C. Talbot was absent, the item was deferred to the next Committee meeting.

3.5 **Update on Correspondence**

G. Wong reported that bollards will have to be painted instead and did the Committee have a preference as to colour. The Committee recommended that the bollards be painted yellow for visibility.

**Committee Action:**

That G. Wong will request that Leisure and Parks Services paint the bollards on Poirier yellow.

3.6 **Play for All Planning Committee**

D. McInnes reported that a successful community meeting was held where a working committee was formed to pursue the following projects: the retrofitting of an existing park and playground, and the creation of an access manual. G. Wong reported that L. Hauser is a member who is representing the Mayor's Committee for People with Disabilities.

3.7 **Update on Together Against Violence Month**

G. Wong reported that M. Smith's contact will be facilitating a self-defense awareness workshop on Monday, November 27, 1995 from 1:00 - 2:30 p.m. in sponsorship with the Committee and Chimo Achievement Centre. Due to the nature of the Workshop, the public will not be invited but the media will be encouraged to attend.

4. New Business:

4.1 Guest: Corrine Riedyk

C. Riedyk was invited to attend a Committee meeting after she had written a letter of interest. She raised the issue about the lack of curb cuts at a number of intersections in Coquitlam. The Committee recommended that she write a letter to the Engineering Department that specifically outlines the intersections and cc. to the Committee.

Committee Action:

That C. Riedyk write a letter to the Engineering Department that specifically outlines the intersections that lack curb cuts and cc. to the Committee.

4.2 Guest: Perry Halabuza, Permits & Licenses - Pinetree Community Centre

P. Halabuza was invited to present upon the drawings of Pinetree Community centre at the fifty percent design mark. The following access items were discussed:

- there are two vehicle entries - one at Pinetree, the other at Pinewood
- main lot has four disabled parking stalls - two stalls are sharing a middle section at eight metres wide
- other lot has two disabled parking stalls - two stalls are sharing a middle section at eight point four metres wide.
- slope is gentle at less than one in twenty ratio.
- **P. Halabuza will check into the possibility of widening the main lot parking stalls, to ensure vertical parking signs, and check into surface material**
- **drop-off area with Wheelchair sign for indication**
- **full body motion door is recommended**
- **alarm system for disabled washroom is recommended**
- **women and men's washroom - right hand transfer toilet is recommended particularly for women**
- two accessible toilets per gender
- **children's washroom - currently no wheelchair access, to check upon possibility of changing and to have toilet lowered**
- women and men's change room - one accessible toilet per gender
- one common unisex washroom

- two accessible shower stalls per gender
- **lower shelf (recess) in shower areas**
- **any sill should be one-eighth of an inch**
- **weight of door for opening - use extremely low pressure**

P. Halabuza reported that he will most likely return on December 7th at 8 p.m. to present on the design plans at the seventy-five percent mark. The Committee thanked him for attending.

5. Next Meeting

**Thursday, December 7, 1995 - 7:00 p.m.**  
**Coquitlam Public Library - Boardroom**

6. Adjournment

9:00 p.m.

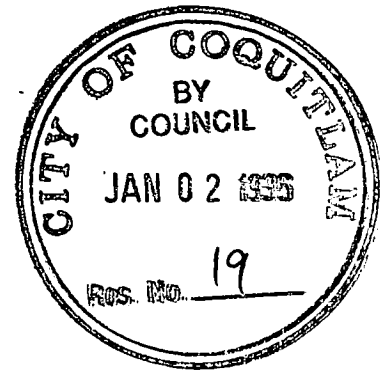


Mayor L. Sekora

MAYOR'S COMMITTEE FOR PEOPLE WITH DISABILITIES  
MEETING MINUTES  
THURSDAY, DECEMBER 7, 1995 - 7:00 P.M.  
COQUITLAM PUBLIC LIBRARY - BOARDROOM

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- Present: Councillor B. LeClair, Chairperson  
M. Smith  
D. McInnes  
A. Nelson  
G. Wong  
C. Johnston  
C. Talbot
- Absent: L. Hodge  
C. Paterson
- Guests: D. Day, Director of Planning  
P. Halabuza, Permits & Licences Dept.



1. Agenda approved.
2. Minutes of November 2, 1995 approved.
3. Business Arising:
  - 3.1 Update on Leisure and Parks Projects

G. Wong reported that she spoke with the Manager of Planet Ice and though it has been open for public use, it is still actively under construction. There was no input from the disabled community but they complied with the building code for people with disabilities. He recommended that the Committee tour the facility in January of 1996. The Committee expressed an interest because Planet Ice will return back to the City in thirty years time.

Committee Action:

That G. Wong will arrange for a tour of Planet Ice for the Committee in January of 1996.

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G. Wong reported that the fixtures are being installed at the Cultural Complex and that it is hard to access via a wheelchair. The project manager forwarded the latest design plans which are being reviewed by M. Smith. The Committee recommended that a tour be scheduled before the holidays. M. Smith, L. Hauser, and G. Wong volunteered to tour the site.

Committee Action:

That G. Wong will arrange for a tour of the Cultural Complex before the holidays.

G. Wong reported that V. Sudra has yet to receive a reply from the architects regarding the Committee's comments dated November 16, 1995. He will keep us posted. The site is not accessible by wheelchair. The Committee recommended that a tour be arranged before the holidays in conjunction with the Cultural Complex. M. Smith, L. Hauser, and G. Wong volunteered to tour the site.

Committee Action:

That G. Wong will arrange for a tour of Place des Arts before the holidays.

G. Wong reported that P. Halabuza will be present shortly to update the Committee on the design plans of Pinetree Community Centre.

3.2 Update on Directory of Accessible Buildings

G. Wong reported that the Library and Leisure and Parks Services have been discussing the possibility of developing a Community Resource Directory. The Committee is welcome to come on board to work with the other departments. They envision a database structure that would make community information available via the computer. G. Wong volunteered to attend the meeting to inform the other departments about the needs of the Committee regarding access information. She also reported that she has yet to receive a response from the Office of Disability Issues. She will contact the office by phone instead.



Committee Action:

That G. Wong will attend the meetings in regards to making community information available via a computer with the Library and Leisure and Parks Services. That G. Wong will contact the Office of Disability Issues regarding the list of possible funding sources.

3.3 Update on Merchants' Association Correspondence

The Committee discussed the disabled parking situation at Como Lake Village and came to the consensus that there is no solution at this time. The Committee recommended that members not condone its usage.

Committee Action:

That the Committee not condone the usage of the disabled parking stalls at Como Lake Village.

3.4 Update on Chamber of Commerce Insert

C. Talbot brought to the Committee's attention about the possibility of developing a pamphlet that would outline the importance of businesses ensuring access for all of its customers. The Committee recommended that our own pamphlet be sent to the Chamber of Commerce and that the new pamphlet be made into a work project in time to be released during National Access Awareness Week in June of 1996.

Committee Action:

That G. Wong will send copies of the Committee's pamphlets to the Chamber of Commerce. That the Committee will develop a pamphlet that will outline the importance of businesses ensuring access for all of its customers and that will be released during National Access Awareness Week in June of 1996.

3.5 Bollards on Poirier

G. Wong reported that Leisure and Parks Services will paint the bollards yellow when the weather improves. C. Johnston recommended that the paint be reflective.

Committee Action:

That G. Wong will direct Leisure and Parks Services to paint the bollards reflective yellow.

3.6 Update on Together Against Violence Month

G. Wong reported that a self-defense awareness workshop for people with disabilities was organized with Chimo Achievement Centre on Monday, November 27, 1995 from 1:00-2:00 p.m. The workshop was well received and members from Chimo were asked to speak with G. Briggs-Simpson, the Coordinator of the Program, if they were interested in an ongoing course. The Committee thanked M. Smith for recommending the self-defense organization.

3.7 Play for All Planning Committee

L. Hauser reported that the Play for All Planning Committee met on December 4th and discussed a mission statement, and goals and objectives. At the next meeting, members will brainstorm criteria for the selection of a park and playground.

4. New Business:

4.1 Guest: Deb Day, Director of Planning Department

Councillor B. LeClair welcomed D. Day to the meeting and facilitated an information exchange. The Committee emphasized the concept of universality, that when the needs of people with disabilities are met, then everyone benefits.

4.2 Guest: Perry Halabuza, Permits & Licences

Councillor B. LeClair welcomed P. Halabuza to the meeting. P. Halabuza answered inquires from the Committee regarding Pinetree Community Centre. He has not received a response yet from the architects regarding the Committee's requests dated November 2, 1995. The Committee recommended that the single unit disabled washroom have a right hand transfer. P. Halabuza will update the Committee on the progress of Pinetree Community Centre.

4.3 **Councillor B. LeClair**

C. Johnston, on behalf of the Committee, thanked Councillor B. LeClair for chairing the group over for the last two years. M. Smith presented Councillor B. LeClair with a small gift of appreciation. C. Johnston also extended thanks to G. Wong for presiding as the staff representative.

5. **Next Meeting**

**Thursday, January 11, 1996 - 7:00 p.m.  
Coquitlam Public Library - Boardroom**

**PLEASE NOTE: The next meeting is scheduled for the second week in January versus the first week.**

6. **Adjournment**

9:00 p.m.