

Appendix A  
AWG and Council Motions  
Updated: July 30, 2020

General AWG Recommendations & Resulting Council Motions

AWG Recommendations December 9, 2016

The AWG would like to make the following recommendations to Council:

1. An individual be contracted/hired to work with the AWG in identifying barriers for persons with disabilities, examine existing City accessibility policies and procedures, make policy recommendations, develop an accessibility framework, and provide on-going staff training and support.
2. That Council instruct Recreation Services to research, develop, codify, and publicize a robust disability accommodation process for recreation facilities and programs.
3. That scent reduction and pet restriction policies be developed and implemented for City Hall.
4. The Accessibility Working Group become a standing committee of City Council.
5. Accessibility funding be allocated annually.

Resulting Council Motion January 26, 2017

Main motion as amended:

That Council:

- 1) Direct staff to report back with resource and timing implications at the next quarterly update regarding the AWG recommendation to hire an individual be contracted/hired to work with the AWG in identifying barriers for persons

with disabilities, examine existing City accessibility policies and procedures, make policy recommendations, develop an accessibility framework, and provide on-going staff training and support, and report back on what 2017 projects may need to be done in 2018 as a result.

2) Approve amendments to the 2017 Financial Plan for new capital projects to be funded from the Accessibility Capital Reserve: a. "Truncated Dome Pilot Project" with a budget of \$30,000. b. "Accessible Pedestrian Signals Pilot Project" with a budget of \$30,000.

3) Update the Terms of Reference for the Accessibility Working Group to become an Advisory Committee as defined in the Council Procedures By-law 16-011.

4) Include accessibility impacts on all reports to Council.

On the main motion as amended:

CARRIED UNANIMOUSLY

Council Motion November 7, 2019 COTW

Moved by Councillor Loveday, seconded by Councillor Potts

That Council direct staff to:

1. Complete stakeholder engagement on the proposed draft documents, with particular focus on appendix c, finalize edits and ready the documents for final Council approval, in Quarter 1 2020;

2. Continue to advocate for strong and effective Provincial legislation for persons with disabilities and participate in stakeholder consultation processes on the development of Accessibility Legislation in the Province of BC;

3. Endorse the policy statement noted in Appendix D and direct staff to report back with a formal policy for consideration in Q1 2020;

4. Endorse adding a staff person dedicated to accessibility to be hired as soon as possible in 2020 with funds to come from new assessed revenue;

5. Direct staff to report back with a list of year 1 action items and direct the funding allocated in 2019 for Accessibility Framework implementation to be used for accessibility framework implementation in 2020;

6. Report back on the Terms of Reference for an Advisory Body to enable ongoing input from persons with lived-experience on issues relating to accessibility.

7. That the inventory of Accessibility Working Group recommendations be appended to the draft Accessibility Framework as an appendix.

## Issues Related Motions

### Priority Legend:

1. Urgent Safety and Health Issues
2. Time Sensitive Opportunities
3. Non-urgent Accessibility Issues
4. Other

1. Crossing over bike lane to bus stop on Pandora (and crossings over bike lanes where there is not a light)

### Priority 1

AWG Motion: (Nov 6, 2017)

“That signage be painted on the bike lane surface on either side of the marked crosswalks to the bus stops on Pandora reminding cyclists they need to stop, and if required, that the Accessibility Reserve funds be used for this project.”

AWG Motion: August 12 2019

“Whereas the City did not consult with the Accessibility Working Group (AWG) regarding the Pandora bike lane during the design phase of the project; and

Whereas safety concerns of pedestrians with vision loss, crossing over the bike lane to the bus stops on Pandora were pointed out to the City prior to the opening of the bike lane but were not addressed; and

Whereas a Human Rights complaint has been launched by concerned pedestrians who are blind regarding this safety issue; and

Whereas the City did consult with the AWG regarding the design of the Fort Street bike lane and no new uncontrolled crossings were installed; and

Whereas the AWG chair was assured by Engineering at the then Cook Street bike lane public engagement session, that the Pandora design would not be repeated; and

Whereas the City did not consult with the AWG regarding the Wharf and Humboldt Street bike lanes; and

Whereas there are at least two places where pedestrians have to cross the bike lane on Wharf to reach an accessible pedestrian signal (foot of Yates and Fort Streets); and

Whereas persons with vision loss cannot see cyclists approaching the crossing or hear their approach as they would hear a vehicle; and

Whereas it has been observed by both pedestrians who are blind and City staff that cyclists do not stop for pedestrians waiting at a marked uncontrolled crossing; and

Whereas the onus is on the pedestrian to watch for when the crossing is clear at uncontrolled crossings; and

Whereas pedestrians who are blind have found it necessary to limit their travel on the bus on Pandora; and

Whereas pedestrians who are blind will now have to limit their travel to Wharf Street and activities in the Inner Harbour; and

Whereas to date, satisfactory mitigation measures have not been tested and implemented by the City to alleviate these safety concerns with the existing bike lanes; and

Whereas the City continues to install uncontrolled crossings of bike lanes regardless of AWG's continuing opposition

The AWG recommends to Council that they direct staff to put a moratorium on the installation of any further uncontrolled crossings over bike lanes until measures acceptable to pedestrians who are blind are put in place at the existing inaccessible crossings."

Status: Unresolved. Action Plan does not address. Human Rights complaint hearing is pending. Bike lanes continue to be built with crossings that are not controlled with a stop light or barrier despite AWG's motion for this practice to be suspended until the Pandora bike lane solution is found.

Mitigation efforts – Staff reported painting of x ineffective. APS with flashing warning light on Wharf not tested. Status and effectiveness of Public awareness poster unknown.

## 2. Angle of bus ramps at City Hall and Bay Centre

### Priority 1

AWG MOTION: (Sept 2017)

“The AWG recommends that the sidewalk in front of Centennial Square be improved for wheelchair access to BC Transit.”

AWG Motion: (Jan 2018)

“AWG recommends that the sidewalk on the west side of Douglas adjacent to the Bay Centre be improved for wheelchair access to BC Transit.”

Status: Unresolved. Staff recommended and Council approved, taking no action. City Hall location May be addressed by Action Plan item pertaining to Centennial Square.

### 3. Children with allergies and rec programs

Priority 1

AWG Motion: (Nov 2016)

“That Council instruct Recreation Services to research, develop, codify and publicize a robust disability accommodation process for recreation facilities and programs.”

Status: Unresolved. Some action taken, some gaps. Two unsubstantiated public claims re: scent and nut- free policies which have not been shared with AWG.

### 4. Accessibility of City Facilities and Parks

priority 1

Recommendation to Council in AWG Report: Dec 9 2016

“That scent reduction and pet restriction policies be developed and implemented for City Hall.”

AWG Motion: (July 2018)

“That Council direct staff to take steps to create an accessible meeting space at City Hall.”

An amended motion was approved by Council as follows:

“That Council direct staff to report back at the next quarterly update on the implications of achieving 1 and 2:

1. Take steps on a priority basis to create a meeting space at City Hall that is accessible to people with a range of disabilities, including people who cannot participate due to allergens / air quality.

2. Continue to remove barriers to access in the Council Chamber and other public areas at City Hall, including entrances, corridors and washroom facilities associated with access to, and use of, these public spaces.”

AWG Motion: (October 2018)

“that Council direct staff to include in criteria for making City Hall accessible, accessible artificial lighting, particularly in public areas.”

AWG Motion: June 3 2019

“1. That Council include Accessibility Working Group representation on any Paws in Parks type committee, a planned action in the Parks and Open Spaces Master Plan and analyze and consider accessibility perspectives on all pet dog related initiatives such as off-leash areas.

2. That Council postpone considerations of any pet dog related initiatives until after this already planned and inclusive review of pet dog policy is undertaken.

Further, absent the committee being formed, whenever such issues come up, accessibility analysis should be done and reported. For instance, input received on vulnerable people being injured should be reported to Council (referring to the latest 3-park, 3-year “pilots”, where such a report was not mentioned.)”

Status: Unresolved. No pet restriction policy for City facilities has been developed and this is not addressed by the Action Plan. City Hall is still not accessible. Action Plan does include an action regarding scent reduction and pets in parks.

5. Balancing accessibility concerns with pollinator habitat and other interests in City planting decisions

Priority 1

Council Motion: Nov 2 2017

“that Council direct staff to work with the Accessibility Working Group and Urban Food Table and report back in the context of the Parks Master Plan Implementation Plan update on options for balancing accessibility considerations with pollinator habitat, including in the vicinity of playgrounds.”

AWG Motion: (October 2018)

“that Council direct staff to plan, scope, cost and look at options to resource a project for 2019 to consult, research, analyze and develop a long-term, phased plan and policies for addressing accessibility of the planted environment, to remove barriers for people with environmental disabilities, consistent with the accessibility objectives of the Parks and Open Spaces Master Plan.”

AWG Motion: May 21 2019

“that Council direct staff to make the Songhees Park Expansion a demonstration pilot for low allergen planting and to collaborate with experts and the AWG in development of the planting plan from the ground cover to trees.”

AWG Motion: January 6 2020

The AWG recommends to Council to direct staff to amend the Urban Forest Master Plan to include consideration of human health.

Status: Unresolved. Human health receiving less consideration when competing rights and interests are identified even though health is a right and the other interests are not necessarily rights. Action Plan does not address this specific issue or the need for a tool to balance competing rights and interests.

6. Truncated domes and no lip curbs  
Priority 1

AWG Motion: (Dec 2015)

“ [that truncated dome mats be installed on all new curb cuts, and that the City retrofit all existing ‘no-lip’ curb cuts on an immediate basis.](#)”

AWG Motion: (Aug 22 2016)

“that City Council consider approving the allocation of funds from the Accessibility Working Group funds to immediately retrofit all no-lip curb cuts with truncated domes.”

Council Motion: Jan 26 2017

“2) Approve amendments to the 2017 Financial Plan for new capital

>projects to be funded from the Accessibility Capital Reserve:

a. Truncated Dome Pilot Project with a budget of \$30,000.

b. Accessible Pedestrian Signals Pilot Project with a budget of \$30,000.”

AWG Motion: June 3 2019

“The AWG recommends that the City of Victoria follow the example of Saanich and other municipalities and install tactile dome markings and tactile strips at mid-block bus stops, as an example, stops along Yates St. between Douglas and Fernwood.”

Status: Unresolved. No lip curbs (with no truncated domes) continue to be installed; the most recent case being reported at the July 28, 2020 AWG meeting. Action Plan does not appear to address this.

## 7. Accessible Pedestrian Signals (APS)

Priority 1

Council Motion: Jan 26, 2017

"2) Approve amendments to the 2017 Financial Plan for new capital >projects to be funded from the Accessibility Capital Reserve:

- a. Truncated Dome Pilot Project with a budget of \$30,000.
- b. Accessible Pedestrian Signals Pilot Project with a budget of \$30,000."

AWG Motion: (April 2016)

"that the Accessibility Working Group Requests Council to undertake a review of the position statement of the Accessible Pedestrian Signals and make recommendations for implementation."

AWG Motion: (July 2017)

"AWG recommends to Council that all audible signal installation requests made up to the end of 2016 should be included in the 2018 budget, that the current list of requested audible signals take priority over currently planned audible signal installations, and that funding could come from the Accessibility Reserve Fund if necessary."

AWG Motion: (October 2018)

"that Council direct staff to develop and implement a plan to install APS/audible signals at all existing controlled intersections/crossings, to be completed by 2021 and that staff work with the AWG to determine priority intersections/crossings to be addressed each year. That the new standard be that APS or audible signals be installed whenever a new pedestrian signal is installed."

Status: Unresolved. Pilot APS were installed but future plans for installations are unknown. The public (and blind pedestrians in particular) are not aware of the requirement to hold in the button for several seconds in order to activate the audible signal.

## 8. sandwich boards

Priority 1

AWG Motion: Dec 3 2018

"That the AWG request Council to direct staff to step up enforcement of the sandwich board provisions of the portable sign bylaw in the name of pedestrian safety."

AWG Motion: Oct 2019



“that Council direct staff to Enforce City bylaws on sidewalk cafes and portable signs (sandwich boards), to remove barriers to safe sidewalk use by pedestrians with disabilities.

(Note: For clarity, this means moving from a complaints-based model of enforcement to a proactive model of identifying hazards and instances of non-compliance, and taking enforcement actions, and may include a targeted information component); and

Refer this matter to the accessibility framework.”

Status: Unresolved. Action Plan includes this issue but does not address enforcement.

## 9. Sidewalk Cafes Priority 3

AWG Motion: Oct 2019

“that Council direct staff to consider the implications of the City regulating businesses, which are granted the privilege of using the public domain for sidewalk cafes/patios, to be required to provide accessible access to the cafe/patio, and accessible seating.

(Note: By accessible seating is meant, someone in a wheelchair can navigate to a table and the table will be at an appropriate height); and

Refer this matter to the accessibility framework and direct staff to work with the AWG or its successor advisory committee to identify and evaluate potential solutions to these identified barriers.”

Status: Unresolved. The Action Plan does include this issue.

## 10. Accessible off street and City Managed Parking Priority 3

AWG Motion: April 2018

“The AWG recommends to Council that it direct staff to prepare a 2019 budget submission for a one-time expense for a consultant to undertake a comprehensive study of accessible parkade and street parking in the City of Victoria to develop recommendations for bringing spaces up to CSA Standard B651 or another equivalent standard and ensuring that their numbers and locations are adequate to meet existing need, recognizing that all designated spaces are not available for use at all times, and include plans for expansion

to meet future needs. Recommendations may be in the form of a multi-year plan and include other options for increasing the supply of accessible parking for people with accessible parking permits who do not need additional space to enter and exit their vehicles.”

AWG Motion: Aug 2018

“that the “VRDC Parking Committee: Recommendations for City Managed Accessible Parking Improvement” report and recommendations be accepted and adopted and put on the issues list.”

AWG Motion: October 2018

“ that Council direct staff, when reporting back to Council as part of Financial Plan with resource estimates for AWG recommendations, that staff consider combining the AWG’s recommendations regarding conducting a parking study for City-provided parking, with the scope of the accessible parking study for privately-provided parking, to determine any efficiencies that might be gained.”

Status: Unresolved. The Action Plan does include this issue.

#### 11. Access to webcasting and Council documents

Priority 3

AWG Motion: (Sept 2018)

“That Council direct staff to research and plan to address barriers in the Council documents and webcasting service and system/page and report to Council on financial implications as part of the 2019 Financial Planning process. Such barriers include but may not be limited to:

1. Inaccessibility of webcasts to people with hearing impairments.
2. Unreliability of webcasts for people who cannot attend City Hall,
3. Navigation issues on the page for people using screen readers (very difficult to find and play the webcast or access documents associated with agenda items), and
4. Lack of process for people who cannot attend City Hall to address Council.”

Status: Unresolved. Action Plan does include this issue.

#### 12. Accessibility Impact statements

Priority 4

AWG Motion: (Nov 6 2017)

“The AWG recommends to Council that it direct Staff, in consultation with the AWG, to develop a policy and guidance material to implement Council’s direction of January 20, 2017 that staff include Accessibility Impacts in all reports to Council.”

Status: Unresolved. Steps are being taken but there is still much more that needs to be done. City documents are still not always accessible. The Action Plan does acknowledge this.

### 13. AWG governance and membership

#### Priority 4

AWG Motion: (Feb 2017)

“that members of the public be sought to fill the other 5 positions on the Accessibility Working Group (to make 12 members total) through Legislative Services.”

AWG Motion: (Nov 6 2017)

“to ask Council to fully complement the number of members for AWG.”

AWG Motion: (July 2017)

“The AWG requests the Clerk to include in his recommendations to Council regarding an Overarching Committee Policy, that committee meetings and business be accessible in forum, information and procedures, to make participation in this aspect of civic life accessible to all.”

Status: Unresolved. Overarching committee policy has not been developed. Current AWG members have served 4 – 5 years with only 7 of the allowed 12 members. no new members have been recruited despite AWG requests in February and November 2017.

### 14. Accessibility of David Foster pathway

#### Priority 3

AWG Motion: (Dec 2015)

“that AWG recommends the City acknowledges its responsibility to ensure that all access points and routes through the Johnson Street Bridge project be accessible to all.”

AWG Motion: (Jan 2016)

“that Council direct staff to ensure accessibility best practices are incorporated into the project design.”

Staff to consult with AWG throughout project.”

Status: Unknown.

## 15. Funding of Accessibility

Priority 4

AWG Motion: (Dec 2015)

“ [that Council annually allocate \\$250,000 for accessibility.](#)”

AWG Motion: October 2018

“that Council direct staff to consider and bring forward proposals and scenarios for providing ongoing operational funding for accessibility, consistent with the AWG recommendation of December 2016 that accessibility funding be allocated annually.

Further, the AWG recommends that one-time operational funding for 2019 be allocated, sufficient to address recommendations arising from the Accessibility Framework, with the highest priority activity being delivery of accessibility awareness training to staff and Council, consistent with recommendations from the Accessibility Framework consultant’s pending training needs assessment.”

Status: Unknown.

## 16. Accessibility of civic elections

Priority 3

AWG Motion: June 3 2019

“The AWG recommends to Council to direct staff to make civic elections as accessible as possible to persons with disabilities including, but not limited to, employing accessible voting machines and banning pet dogs from attending voting locations.”

Motion: August 12 2019

“that Council direct staff to:

- make an accessible voting machine available for the next municipal election or bi-election on polling day and that it be located at City Hall or another equally central polling location;
- ensure that there is at least one polling station in a pet-free facility available to all voters on polling day and that the no-pet policy is enforced; and  
Widely publicize these accessibility options well in advance of polling day.”

Status: An accessible voting machine was to be available for the by-election which was postponed due to the pandemic.

## 17. Procedural Motions

AWG Motion: (April 2016)

### Definition of a Disability

“that the AWG adopt this definition, “A physical, sensory, developmental or mental condition or a health problem that significantly restricts the performance of one or more of a person's daily life activities for a period longer than six months on a permanent, recurring or intermittent basis.”

Motion: (Oct 2017)

“Whereas the City of Victoria is a signatory to both the Canadian Coalition of Municipalities Against Racism and Discrimination and the Vienna Declaration; and Whereas the City has committed to taking concrete action to identify, monitor, and proactively address forms of individualized and systemic racism and discrimination in the Victoria community; Whereas both these documents promote anti-discrimination of persons with disabilities; and Whereas the City of Victoria is subject to the BC Human Rights Code which prohibits discrimination on the basis of disability

Be it resolved that the City of Victoria endorse the following statement of commitment adopted by the Victoria Accessibility Working Group on March 6, 2017

The City of Victoria values the contributions made by all its citizens and believes that diversity strengthens the community.

The City of Victoria recognizes the wealth of knowledge and lived experience of people with disabilities and their essential role in creating a barrier-free Victoria and thus, will include the viewpoint and needs of persons with disabilities in its decisions.

The City of Victoria is committed to building an inclusive society and providing an accessible environment in which all individuals have access to the City's services and programs in a way that respects the dignity and independence of people with disabilities.

The City of Victoria's policies, practices and procedures will ensure barrier free access for persons with disabilities to City facilities and participation in programs and processes including accessible customer service, information and communication, employment, the built environment and transportation.

The City of Victoria will ensure that all city employees are aware of their role in facilitating accessibility for persons with disabilities.

The City of Victoria will continue to prevent barriers by supporting positive attitudes that address "ableism" - attitudes which devalue and limit the potential of persons with disabilities.

In working towards its goals under this Statement, the City of Victoria is committed to creating a barrier-free city by meeting the requirements of existing and future legislation and by its own policies and goals related to the identification, removal and prevention of barriers to people with disabilities. To this end, all elected City officials and City employees have a role to play in meeting these goals.

Council Motion: May 2018

"That staff be directed to include in the Quarterly Update a list of recommendations from the Accessibility Working Group and Active Transportation Advisory Committee, with comments from staff including the advisability of the recommendations and potential resource implications, to inform Council's consideration of the

AWG Motion: (Aug 2018)

"The Accessibility Working Group approves the document titled "Attending an Accessibility Working Group Meeting" of August 2018 and recommends that Council direct staff to distribute it to all departments in a timely manner and ensure that any staff or consultants attending AWG meetings are aware of its requirements."

AWG Motion: Dec 3 2018

"AWG recommends that Council direct staff to reimburse reasonable transportation expenses for AWG members attending AWG meetings where those expenses are a direct result of the

need for AWG meetings to be held at accessible City facilities which are not centrally located.”

AWG Motion: Dec 3 2018

“That Council be made aware that the AWG’s current Terms of Reference indicate they can only meet until the approval of the new Strategic Plan in 2018. Council may wish to take action and request legislative services take action to expedite the drafting of new terms of reference.”

AWG Motion: March 4 2019

“The AWG recommends that Council direct staff that one of the first quarterly Town Hall meetings be on the topic of improving accessibility, that food barriers to access not be introduced for this event, that the event be held in as accessible a forum as possible and with accessibility procedures and features.”

AWG Motion: August 12 2019

“that Council refrain from requesting or receiving any verbal-only staff reports, especially when it relates to matters of accessibility, as they are not accessible to all members of the AWG. And that the matter of Council information accessibility be referred to the Accessibility Framework project so the City adopts policies and procedures to ensure that public information provided in graphic or verbal format also be provided in agreed upon accessible alternative formats.”

AWG Motion passed by email vote January 30 2020

Motion: The AWG recommends to Council that a dedicated advisory body for accessibility is struck to replace the Accessibility Working Group before the end of its current interim mandate and that this committee includes one or two current AWG members to provide continuity.

Rationale:

It has been brought to the Accessibility Working Group’s (AWG) attention that Council is considering the formation of a single advisory committee for all equity seeking groups, including persons with disabilities. The current Framework draft mentions this and staff

have informed the AWG that they will not be presenting a Terms of Reference for AWG's successor when the final Accessibility Framework is presented to COTW in March, contrary to Council direction of January 26 2017.

Council members who have served as AWG Council liaisons have witnessed just how diverse and far reaching disability issues can be and how little most individuals really understand the breadth and extent of accessibility considerations.

During the AWG's mandate, much progress towards accessibility has been made but there is still a long way to go. A well informed intersectional approach could have value in the long run but in the short term, it will only serve to slow or even reverse this progress unless an accessibility advisory committee is struck to continue the work of the AWG during the transitional period.

There are several City projects in their initial stages which have reported to Council that they will continue consulting with the AWG yet the AWG will cease to exist as early as the end of April. Even if an Equity Advisory Committee was struck by this May, it would not be in a position to continue providing knowledgeable advice for many months.

It is presumed that an Equity Advisory Committee would only have one or two representatives from the disability community and the likelihood of these individuals knowing much about disabilities other than those that they experience personally, is not very high. The risk is that the understanding of accessibility will revert back to what is generally well known and accepted and this would be a step backwards.

Sharing an agenda with several other equity seeking groups will mean that accessibility issues may not be addressed in a timely manner and opportunities for barrier prevention may be missed. The AWG has met almost every month for 4 ½ years, with a full agenda at each meeting, often having to defer agenda items. The AWG has also been asked to consult on a regular basis as the multitude of City projects move forward and have often scheduled additional meetings to accommodate these requests.

(Note: The majority of current AWG members have served this entire 4 ½ year period. Other advisory committee members serve for only two year terms but The AWG members have recommitted several times as the timeline for the Framework has been extended and the drafting of new terms of reference and recruitment of new members has been postponed.)



It is believed that the threshold for application of an Equity Lens will be quite high, yet many of the accessibility concerns addressed by the AWG have been at the detail level and often for small scale projects which would probably not meet the equity threshold.

Undoubtedly, these negative effects will be lessened by the presence of the Accessibility Coordinator, but it will be many months before the position is filled and several more before the Coordinator is up to speed with both the historical and current issues.

There will inevitably be a significant gap in time between the current AWG and its replacement with one or two representatives on the proposed Equity committee. To bridge this gap and provide continuity, The AWG is recommending that Council strike a temporary accessibility advisory committee, its mandate to be reviewed annually. AWG would also recommend that such a committee should include one or two current AWG members who could help guide the new committee and the Coordinator, once hired, through this transition.

AWG can possibly see the day when participation as part of a larger Equity Advisory Committee may serve persons with disabilities adequately but until the Accessibility Coordinator is up to speed, staff is trained and the recommended practices and policies are put in place through the Accessibility Framework and Action Plan, a dedicated advisory body is needed.