

Measuring-Up Fund Final REPORT

Section One - General

1. Community Name: **The District of Squamish**
2. Primary contact information:

Name:	Robin Arthurs	Organization:	DOS
Title:	Director of Admin. Services	Email:	rarthurs@squamish.ca
Phone:	604-815-5006	Fax:	604-815-5005
Address:	37955 Second Avenue Squamish, BC	Postal Code:	V8B 0A3

3. Attach a final summary of your initiative. Please include specific details about activities undertaken as a result of receiving a Measuring Up grant. (3-pages maximum).
4. Attach a list of members of your Measuring Up Committee.
5. Did you hire people to help complete this initiative?

Yes (please complete this section) No (please skip to Question 6)

How many people were hired? 1

Do any of the people hired have a disability?

Yes No

Was money from the Measuring Up grant used to pay the people you hired?

Yes No

6. Attach copies of any media coverage related to your initiative.

Section Two - Financial Information

Please provide final budget information for your initiative in the format below:

		IN KIND RESOURCES		MEASURING UP FUND
Expenditures	AMOUNT	Amount	Source	Amount
Coordinator's Fee	\$22,083.75	\$9,181.25	Sarah Tipler	\$12,902.50
Totals:	\$22,083.75	\$9,181.25		\$12,902.50

LDVREMENTY \$? : 7,097.50

Section Three - Measuring Up Guide

- 1) Attach a summary of any comments, thoughts or suggestions you have for changes to the Measuring Up Guide. Please be specific. (1-page maximum)
- 2) Did you develop additional tools to supplement your use of the Measuring Up Guide?

Yes (please complete this section)

No (please skip to Section Four)

Attach copies of these tools along with comments about why and how these tools were developed. (1-page maximum)

Section Four - Other Information

Attach any other information, stories or comments you would like to include that reflect on your initiative.



Section Five - Report Declaration

I certify that:

- To the best of my knowledge all the information contained in this Report and any attachments is true and complete.
- Measuring Up, 2010 Legacies Now and the Province of BC were given appropriate recognition as a funding partner as per the Guidelines provided in the Contribution Agreement.
- I have submitted the Final Report in accordance to the approved deadline.

Authorized Representative:

Name (please print): ROBIN ARTHURS

Position: DIR. ADMIN SRVS.

Signature: 

Date: Sept 18/05

Mail completed AND signed Final Reports to:

Measuring Up Fund
2010 Legacies Now
400 - 1095 West Pender
Vancouver, British Columbia V6E 2M6
Phone: 778-327-5153

Measuring Up was created by 2010 Legacies Now in partnership with the Vancouver Agreement, the Province of BC and over 80 disability organizations throughout the province. Measuring Up helps BC communities assess and improve how accessible and inclusive they are for people with disabilities.

Section One - General

3. Final Summary of the Measuring Up initiative for the District of Squamish

When Sarah Tipler, resident, presented the District of Squamish with an opportunity to participate in the Measuring Up initiative, Council acknowledged the need for improving accessibility and inclusion within the community. Through her enthusiasm and dedication to improving accessibility and inclusion within the District of Squamish, the Accessibility Advisory Committee was borne.

The Committee is working together with Council, staff and the entire community, to identify barriers through performing a community audit and baseline creation for evaluation. Barriers can include architectural, environmental, vocational, attitudinal, financial, as well as transportation and communication services. Efforts will be made to accommodate existing community members as well as future trends in demographics.

Delegation and Motion - September 4, 2007 Council Meeting

Sarah Tipler attended and provided information on accessibility issues and requested that Council endorse a future Accessibility and Advisory Committee as identified in Legacies Now Measuring Up and support the Committee dovetailing into an existing Select Committee of Council.

It was moved by Councillor Lonsdale
seconded by Councillor Heintzman

THAT the request that Council endorse formation of an Accessibility Advisory Committee as identified in the Measuring Up Initiative of 2010 Legacies Now be referred to staff to bring back a recommendation to Council.

Motion - November 20, 2007 Council Meeting

THAT the District of Squamish endorse the Measuring Up initiative to assess and advance accessibility and inclusion within the District of Squamish; AND FURTHER THAT the District of Squamish establish a Committee to lead the planning and implementation of Measuring Up and explore potential funding opportunities with the goal of increasing accessibility and inclusion throughout the municipality.

Terms of Reference

The District of Squamish Council endorsed a terms of reference for establishing the new Accessibility Advisory Committee at the December 4, 2007 Regular Business Meeting.

Council Resolution

At the December 4, 2008 Regular Business Meeting, the District of Squamish Council unanimously passed a resolution formalizing the municipality's commitment to accessibility and inclusion.

Information Meeting

The District of Squamish held an information meeting for individuals or groups interested in sitting on the Squamish Measuring Up / Accessibility Advisory Committee on Monday, December 17, 2007 at 6:15p.m. at the Squamish Public Library on Second Avenue.

Measuring Up Coordinator

At the January 15, 2008 Regular Business Meeting, Council appointed Sarah Tipler as a member of the Accessibility Advisory Committee and further appointed as the Measuring Up Coordinator to drive this initiative.

Committee Appointments

At the January 15, 2008 and March 18, 2008 Regular Business Meetings Council appointed the members of the Accessibility Advisory Committee.

Inaugural Special Meeting

The newly formed Select Committee held it's first meeting on March 19th, 2008

Request to Retrofit Wheelchair Ramps on Squamish Buses - May 8, 2008

The District of Squamish sent a letter to BC Transit requesting they retrofit the wheelchair ramps on local Squamish buses, to the fittings upgraded on the Whistler buses, the buses have now been retrofitted.

Request for Gas Pumping Service - June 11, 2008

The Accessibility Advisory Committee sent a letter to all gas stations in Squamish, requesting the addition of one full service pump at each gas station and assistance to those who require help in filling up their vehicles with gas, when they pull in to the service station. Chevron has replied and confirmed their commitment to assist pumping gas, when requested. The District is actively pursuing options to require all gas stations to provide one full service pump.

Letter of Introduction - June 13, 2008

The Accessibility Advisory Committee sent a letter of introduction to organizations, businesses, schools and service providers, requesting participation in voluntary assessments of their facilities including

offering suggestions on how to make improvements as part of the assessment process.

Motion - July 15, 2008 Council Meeting

Council passed the following motion: THAT the Strategic Plan Vision Statement be amended: "We are a spectacular seaside mountain community where people come to live, learn, work and play in harmony. We are caring, vibrant, diverse and inclusive. We are leaders in fostering social integrity, economic development, and environmental sustainability."

Community Inventory

The AAC agreed to narrow the community inventory audit in order to meet the time specific requirements of the Measuring-Up Initiative.

Schools

The Committee performed an audit on two elementary schools and one high school in Squamish. It is our goal to audit all schools in the future.

Verbal reports were given to the school principals, who expressed interest in introducing the Parental Advisory Committees to the Accessibility Advisory Committee, for assistance via the accessibility expertise of the Committee and any assistance for proposal writing when looking for outside funding.

Written reports shall be presented to the Parental Advisory Committees as a resource to make improvements to increase accessibility and inclusion; and identify local resources that may provide services and products to accompany the changes. It is acknowledged that time and money constraints limit deficiency improvements as timely as initially hoped.

Municipal Buildings

The Committee has performed an audit on the Library, Municipal Hall and Brennan Park Recreation Center. The audit identified specific items and staff has made the necessary changes immediately when possible, and is working on others as time and budget permit.

For example, the Brennan Park Recreation Center auditorium requires a ramp to provide inclusive access; in past events, ramps have been rented at considerable expense, it is estimated to cost \$9,000 to purchase a portable stage ramp, this will be considered as a budget item provided sufficient remaining grant funds.

Telephone Audit

The Committee performed a telephone audit of businesses to determine the level of accessibility and inclusion. Through education of the businesses, if they show an interest, the Committee hopes provide knowledge and encourage improvements.

Identify Targets

School District 48

The Committee identified School District 48 to perform school audits and possibly utilize the volunteer hours required for high school senior's physical education programs, by teaching the students how to use the Accessibility Checklist and perform audits each of the schools within the District of Squamish. Unfortunately due to the timing we were unable to initiate this process, but we are hopeful to engage the students of School District 48, as well as Capilano College and Quest University beginning with the fall school year.

Community Events

The Committee met with the Squamish Emergency Program Coordinator to discuss holding an Emergency Preparedness for People With Disabilities Workshop in October 2008.

Motion - July 15, 2008 Council Meeting

As a result of a recommendation put forward by the Committee, Council passed the following motion on July 15, 2008: THAT the Squamish Emergency Program hold a workshop in the Fall on Emergency Preparedness for people with disabilities, seniors and people with language barriers and that a copy of this motion be forwarded to the Select Committee on Seniors, Sea to Sky Community Services, Vancouver Coastal Health, Ministry of Children and Families, School Board, etc. It is anticipated the workshop will expand to include seniors and other targets with accessibility issues.

A weekend event is being planned for the weekend of June 7, 2009, which will include SPARC BC's Accessibility Awareness Day initiative on the Sunday and a Wheels in Motion event on the Sunday.

The third annual Summer Equinox Rock Festival (SERF), which takes place in June 2009 on Squamish's waterfront lands, will be another opportunity to showcase the works being done, educate the public as

well as an opportunity to work with the SERF Committee to create mobility solutions to deal with the wood chip groundcover, making the event accessible.

Community Planning and Development

The Committee met with the Director of Planning in order to determine current standards and information provided to the development community. Through fostering a strong connection with the Planning Department, review of municipal control bylaws has been identified as an item on the work list; hopefully to include more rigorous policies to support accessibility, adaptive units, visitability and inclusion in new development.

District of Squamish Website

The Committee is working with staff to improve the website (which is currently under total reconstruction). The following items are being considered: W3 Compliance, Accessibility Committee agenda's and minutes (done), accessibility and inclusivity tips and information, upcoming events, regular surveys and inventory results (such as mapping accessible service stations, parking space locations, camping, restaurants, and recreating spaces).

Communication

The Committee is aiming to increase media coverage by issuing press releases from the District of Squamish to all local media sources.

Articles have been written on actions of the Accessibility Advisory Committee in "The District News" (distributed with the Chief Newspaper to all households and posted on the website, and copies are placed around town at key locations such as library, Brennan Park Recreation Centre, Adventure Centre and restaurants and medical offices) and "Council Briefs" (distributed via email distribution and cover District staff, Council, Schools, other local municipalities, Chamber of Commerce and the Media) and targeted local community groups, PACS, chamber, employment centers and volunteer organizations.

Accessible Tourism

The Committee has identified the need for improved recreational opportunities for people with disabilities, including purchasing an accessible universal gym to complement the existing beach access from the pool deck onto the water at the Brennan Park Recreation Center. A location has not been identified, funded or budgeted at this time.

Section One - General
4. Accessibility Advisory Committee members

The District of Squamish established an Accessibility Advisory Committee in partnership with interested parties and key stakeholders, to foster the development of a community that is fully accessible and inclusive through implementation of the 2010 Legacies Now Measuring Up guide.

Individuals interested in serving as a member at large on the Committee were invited to submit an application form by January 2, 2008. Applications were received and appointed:

- | | |
|-------------------------------|--|
| COUNCIL MEMBER: | Councillor Mike Jenson, Chair |
| Members at Large: | Sarah Tipler
Jean Cormack
Kristen McBride
Nicole McRae
Bill Manson
Paul Lalli |
| Vancouver Coastal Health | Patricia Stoop |
| Senior Citizen Community | Harold Wilson |
| Squamish Transit | Kevin Walchuk(alt. David Overbeck) |
| Sea to Sky Community Services | Liz Wood(alt. Lynn Staton) |
| School District 48 | Marilyn Caldwell |
| Chamber of Commerce | Margo Dent |
| Staff Advisory | Robin Arthurs |

Section One - General
6. Media coverage related to the District of Squamish initiative

1. Residents Launch Accessibility Committee, The Squamish Chief
2. Accessibility Draws Attention, The Squamish Chief

Section Three - Measuring Up Guide
1. Summary of comments, thoughts or suggestions for changes to the Measuring Up guide

Given the logistical challenges with having a disability, the Committee identified a need for more assistance with creating a web presence to increase engagement. A template that is available on the Legacies Now

server that would provide specific topics and/or resources, running updates, links and stories and is W3 compliant. Legacies Now could host all of the communities that had signed onto the Measuring Up initiative, available on their server for some a set period of time; until certain milestones had been met. Within more rural communities, there are limited resources and familiarity with W3 compliance.

The Legacies Now website could have a provincial map that shows which Legacies Now initiatives had been adopted in which areas and promoting the initiatives, within each of the communities as a collaboration.

2. Additional Tools developed to supplement use of the Measuring Up Guide

In order to assist the Committee members, as well as create an educational tool, a number of accessibility checklists were developed to provide consistent methods for collecting data. The foundation of these checklists is based upon the Beta tested criteria used for the Accessibility Checklists, that is a major component of the BC Accessible Tourism Strategy. It also included standards for the built environment available, to take measurements. The second function of the accessibility checklists tool is to provide an opportunity to educate the next generation. The accessibility checklists were as follows:

- Accessibility Checklist for Municipal Buildings - (Municipal Hall and the Squamish Adventure Center)
- Accessibility Checklist for the DOS Library
- Accessibility Checklist for that Brennan Park Recreation and Leisure Center
- Accessibility Checklists for Elementary Schools
- Accessibility Checklists for High Schools
- Accessibility Checklist for Post Secondary Schools
- Telephone Questionnaire - 10 questions

Section Four - Other Information

Accessibility Advisory Coordinator

Continuing the work started on accessibility and inclusion, the District of Squamish would like to continue applying for funding to ensure the support is available. The person should have an in-depth knowledge and understanding of disabilities and of accessibility standards, adaptable design and provincial and nation agencies working towards inclusion, municipal regulations and any initiatives that will or can improve livability in the Sea to Sky Corridor.

Residents launch accessibility committee

Snow clearing, public transit among top priorities

LAURA HENDRICK
LHENDRICK@SQUAMISHCHIEF.COM

Residents facing accessibility issues will soon have a committee to turn to in town. On Dec. 4, council approved the terms of reference for an accessibility advisory committee.

The soon-to-be formed group already has \$20,000 to spend through funding from Legacies Now 2010's Measuring Up initiative. The program gives municipalities guidelines for making communities more inclusive.

One of the driving forces behind the committee is Brackendale resident Sarah Tipler. She helped prepare an expression of interest for the funding and plans to apply for committee membership. She said she already has many projects in mind.

"When it snows, something as simple as snow clearing can become a huge issue," said Tipler.

The medical clinics in town could also be made more accessible and the

town's public transit system could be improved, she said.

With so many ideas needing attention, Tipler estimates it will take less than a year to run through the current funding. To keep the financial support flowing, she has set her sights on the Rick Hansen Foundation, which offers grants of up to \$50,000 for community accessibility projects.

...something as simple as

snow clearing can become a huge issue.

Sarah Tipler

The recently adopted guidelines for Measuring Up are not only aimed at people confined to a wheel chair.

They also suggest strategies to include people challenged in any number of ways from learning disabilities to hearing impairment.

Tipler said the committee could be a go-to place for residents trying to navigate through layers of municipal, provincial and federal programs.

"Amongst government programs there's a real breakdown in communication," she said.

"This committee could be a road map

when someone is disabled through a traumatic injury."

One new program that deserves a spot on the map is Achieve, provided through Sea to Sky Community Services. The program helps disabled people improve and maintain employability.

In some cases, co-ordinators help disabled people set career goals, find the necessary training and land a position.

They also provide support to those caught in an employment crisis that need modifications to succeed in their workplace.

Case co-ordinator Karla Sutherland said solutions could be as simple as adjusting hours, or adding extra desks for a quadriplegic person struggling to reach a computer terminal.

Sutherland applauded Tipler's efforts to improve accessibility in town.

She said Achieve is one of many programs that needs community awareness to reach its full potential.

"We want to have that connectedness to the community...we want people to know we're here."

Those interested in learning more about the Accessibility Advisory Committee are invited to attend an information session at the Squamish Public Library on Dec. 17 from 6 p.m. to 8 p.m.

June 13 '08

THE CHIEF

OUR TOWN

Accessibility draws attention

New groups pave the way for disabled children and residents

LAURA HENDRICK
lhendrick@squamishchief.com

Accessibility Awareness Day on June 7 passed quietly in Squamish, but across town a number of concerned residents were working on ways to break down barriers for children and adults alike.

When the date rolls around next year, those with physical or mental disabilities might find themselves in much more inclusive climate.

Lisa Seattle is one of those community members working towards change. As the mother of an 11-year-old son with cerebral palsy, she is acutely aware of the limited opportunities for disabled children.

"There are no recreational opportunities for children in this town or social opportunities," she said. "We don't have any parent support groups."

To help family facing these issues connect with one another, she has formed a non-governmental organization with Brennan Park's recreation program coordinator Karen Tapp.

Together, they hope to end the fragmentation that keeps families in her position working through barriers alone.

"We'd have a lot more power with numbers," Seattle said, describing her own frustration as a mother. "I'd knock on everyone's door but nobody ever really had the answers for me."

She said she would like to see a play-



PHOTO SUBMITTED

Kristin McBride was all smiles at this year's Wheels in Motion Sunday (June 8).

group in town for youth with mental and physical disabilities. An accessible playground and programs for disabled children would also be a big step forward.

"At Brennan Park there's a handicap pool," she said. "But there's never been a disabled swimming lessons."

The group is currently in its start up phase. Soon it will have a name and set meetings for the community to partake in. Options are also improving for disabled residents in the workplace. Kristin McBride uses a wheelchair and works as an early childhood educator at Sea to Sky Community Services. Her accessible workplace is a testament to the simplicity and importance of making a work environment accessible not only for employees but also for the public.

"That's the biggest thing I think about

when I go somewhere," she said. "Can I get in there? Can I get everywhere in that store?...It makes it a lot better for everybody."

At the childcare centre, staff have installed small ramps and begun using doorstops to keep doors open to her.

"It also brings it to children's attention," McBride said. "They see that there's toys on the floor, they'll tuck them in so I can get through."

On June 8, she took part in Wheels in Motion in Vancouver, an event that raises money to improve the lives of people with spinal cord injuries while also funding spinal cord research.

With her mom on side, Kristen took part in activities like stuffing envelopes with oven mitts on and wheeling around pylons. Taking part in the activities, helped people understand what it is like to deal with a disability, she said.

"We had so much fun."

It is McBride's fifth year taking part in Wheels in Motion. So far, she has raised about \$10,000. Next year she hopes to see the event take place in town.

"I think there's huge possibility," she said, noting that it is difficult to find a long flat paved area where people can use a wheel chair for the event. "The slightest incline is a difficult when you're in a wheelchair."

Along with a local Wheels in Motion event, accessibility advocate Sarah Tipler said she would also like to have events in honour of Accessibility Awareness Day next year.

She is currently making Squamish a more accessible community through the Accessibility Advisory Committee, which formed this spring.

DISTRICT OF SQUAMISH

TERMS OF REFERENCE SQUAMISH ACCESSIBILITY ADVISORY COMMITTEE

1. **CONTEXT, BACKGROUND and PRINCIPLES that will drive our work**

The mandate of the Accessibility Advisory Committee is to work as a team to the best of our ability, and with the resources available to us, in partnership with interested parties and key stakeholders, to foster the development of a community that is fully accessible and inclusive by implementing the Measuring Up guide and process that will perpetually review and improve the four identified goals of Disability support services, Access to information, Economic participation, Community contribution. Citizens with disabilities will be an active part of all our work;
- 1.1 **PURPOSE OF ACCESSIBILITY ADVISORY COMMITTEE:**
 - (a) advising Council and Staff on the status of Persons with Disabilities;
 - (b) consulting with District Departments to promote District services and facilities, which meet the needs of Persons with Disabilities;
 - (c) providing information upon request to citizens and organizations within the District of Squamish regarding services, facilities *and access to information* for Persons with Disabilities;
 - (d) reviewing, monitoring and making recommendations respecting accessibility of existing and proposed District facilities and services;
 - (e) receiving referrals from Council and its Committees for review and recommendation;
 - (f) nominating persons for appointment to other Agencies, Boards, and Committees as directed by Council;
 - (g) investigating funding and grant opportunities available with respect to inclusion and accessibility and making recommendations to Council for expenditures related to accessibility and inclusion projects.
- 1.2 **Issuing Recommendations to Council**
 - (h) In addition to the functions outlined in section 1.1, if the Committee identifies an issue under the jurisdiction of another order of government that affects persons with disabilities in the District of Squamish, the Committee may advise Council on the issue.
 - (i) Furthermore the committee might make recommendations that the municipality could take as resolutions to the regional District, municipal associations or even the UBCM.
 - (j) If the Committee wishes to advocate on an issue identified in 1.1(a), the Committee will:
 - (i) Inform Council about the issue and request a decision on Council's position on the issue;
 - (ii) advocate the District's position on the issue, as approved by Council;
 - (iii) include in the Committee's annual report any advocacy actions taken, and an evaluation of any results arising from the advocacy action.

2. LIMITATION OF THE DUTIES AND POWERS OF THE ACCESSIBILITY ADVISORY COMMITTEE

The Accessibility Advisory Committee has no delegated authority from Council, but will remain a permanent Select Committee for the purpose of implementing the Measuring Up guide and process.

3. COMPOSITION OF THE ACCESSIBILITY ADVISORY COMMITTEE

3.1 The Committee shall be composed of 8 civic-minded residents of the District of Squamish who preferably have either personal knowledge or association with disability issues, of whom at least six must be residents of the District of Squamish and a minimum of three of those members must have a disability, as appointed by Council, and one member of Council appointed to serve as Chair.

3.2 The Accessibility Advisory Committee membership must include:

(a) one representative working with disability issues in the Sea to Sky Corridor and working for Vancouver Coastal Health;

(b) one representative from the Squamish Senior Citizens' community who preferably has a reporting role to and from the seniors community;

(c) one representative from Squamish Transit who preferably has personal knowledge related to a variety of disability issues and who has a reporting role to and from the company;

(d) one representative from Sea to Sky Community Services who preferably has personal knowledge related to a variety of disability issues and who has a reporting role to and from the organization;

(e) one representative who deals with children's special-needs with School District #48

(f) one business leader; possibly someone from the Chamber of Commerce or Spirit of B.C. committee;

(g) four members-at-large from the community, representing people with various disabilities and levels of disability.

3.3 The following persons may participate in meetings of the Accessibility Advisory Committee in an advisory capacity, as required, but shall not vote:

(a) Chief Administrative Officer or delegate

(b) Other District of Squamish Staff, as required

(c) Members of the public with a disability or an interest in accessibility and inclusion issues

(d) Representatives from health and interest agencies not specifically named in 3.2

4. APPOINTMENT AND MEMBERSHIP

Nominations

- (a) Interested individuals will nominate themselves, by written submission or verbally at a meeting in response to public advertisement, should the vacancies still be available. The exception to this process will be those who have been specifically invited to participate on the Accessibility Advisory Committee.

- (b) Council will consider the objective of creating a geographically and socially representation in determining the composition of the Committee.

Governance

- (c) The Accessibility Advisory Committee will act based on consensus decision-making and follow the *Council Procedure Bylaw* that applies to all committee meetings of all the District's Committees and Boards referred to in the *Community Charter*.

Term and Termination

- (d) Members of the Committee shall serve from the date of appointment for an annual term to a maximum of eight consecutive terms; after a two-year term passes they are eligible to seek placement back on the committee.

All members will be appointed for the duration of the preparation of plan to meet the *Measuring Up Goals*, and may be involved in the implementation of the plan, or participation of a subsequent working group as determined by the plan

- (e) Council may terminate the appointment of any member of the Accessibility Advisory Committee at any time.

Resignation and Absenteeism

- (f) A member may resign from the Accessibility Advisory Committee on presentation of written notice at a meeting of the Accessibility Advisory Committee. Any member other than the Council liaison, who is absent from three (3) consecutive meetings without cause or without notice to the chairperson, shall be deemed to have resigned and may be removed and replaced by the Council

Deputy Chair

- (g) That the Deputy Chair will preferably be a person with a disability that is nominated and appointed by the members for a one-year term (renewable) at the first meeting each year;

Remuneration

- (h) All members of the public appointed to the Committee shall serve without remuneration. All expenses reasonably incurred in the carrying out of Committee business may be reimbursed with approval of the Director of Administration Services.

5. MEETINGS

Notice

(a) Meeting notice shall be in accordance with the District of Squamish Council Procedure Bylaw.

Quorum

(b) Quorum will be met with a minimum number of four committee members

(c) Should there be no quorum present within 15 minutes after the time appointed for the meeting, the recorder shall record in the minutes the names of the members present at the expiration of such fifteen minutes and that meeting shall stand adjourned until the next scheduled meeting.

6. CORRESPONDENCE

The Committee is authorized to:

Carry on correspondence in its own name, using the Committee letterhead provided by the District, for administrative functions within the Committee terms of reference, ie. letters to companies and agencies to assist in identifying and investigating opportunities to enhance accessibility in Squamish, considering and evaluating accessibility or inclusion issues and making recommendations to Council, and to facilitate meeting agenda and delegation follow-up. As an advisory body with no delegated authority, the correspondence must not suggest any commitments which can only be authorized by District staff or Council as a body.

May 8, 2008

Mr. Steve New
Senior Vice President, Municipal Systems
BC Transit
520 Gorge Road East
Victoria, BC V8W 2P3

Dear Mr. New:

Retrofitting Wheelchair Ramps on Squamish Buses

At their Regular Business Meeting held May 6, 2008, Council of the District of Squamish considered the minutes of the April 10, 2008 Accessibility Advisory Committee. As a result, Council passed the following motion:

THAT Council send a letter to BC Transit requesting retrofitting the wheelchair ramps on local Squamish buses to the fittings upgraded on the Whistler buses.

Local bus drivers in Squamish have been experiencing difficulties with the current wheelchair lifts due to the lift design. Whistler transit buses have recently been retrofitted to improve this condition, and we are requesting that the Squamish buses be upgraded as well.

If you have any questions or require further information, I may be contacted at 604 815-5006.

Yours truly,

Robin Arthurs, Director
Administrative Services

Letter of introduction

Dear _____,

I would like to introduce you to a new resource available with the District of Squamish. On December 4, 2007 all District of Squamish Council members unanimously supported a resolution that has formed a permanent Select Committee of Council which will perpetually assess and advance accessibility and inclusion within the District of Squamish.

This Accessibility Advisory Committee has an advisory role that will provide information upon request to citizens and organizations within the District of Squamish regarding services, facilities and access to information for Persons with Disabilities, as well as standards to increase accessibility and inclusion.

We have received funding through the 2010 Legacies Now *Measuring Up* program to begin this process of advancing accessibility and inclusion. Part of this process is a communitywide assessment which both recognizes our accomplishments and failures and this creates a baseline to improve upon. The Measuring Up initiative calls for a perpetual review and improvement of four identified areas of **Disability support services, Access to information, Economic participation, and Community contribution**. Measuring up also encourages Citizens with disabilities to be an active part of the process.

Improving accessibility and inclusion effect's more than the one in seven in British Columbia with a physical disability; it is simply better for everyone. The beneficiaries of improved access and inclusion could be someone with a temporary injury, an aging senior, a parent with the stroller or even new Canadians with ESL or literacy issues.

The value of accessibility is not limited to ethics and integrity - to equality and inclusion - it extends to the world of commerce and economy.

According to publications by the American Society of Interior designers, seventy-eight million Baby Boomers live in the U.S. They are the most educated group ever and the most affluent. They also are poised to be the wealthiest generation ever, possibly receiving two inheritances per household on top of their own successful earnings. Boomers are a well traveled group and major purchasers of second and even third homes. You name it—urban retreat, mountain home or beach condo—boomers love and want them all.

To further quantify the value of accessibility, An Open Doors Organization study estimated in 2003 that diners with disabilities would spend \$35 billion in restaurants that year. The study found that more than 75% of people with disabilities eat out at restaurants at least once a week. According to the Government Accounting Office, Hotels and Motels who made accessibility improvements experienced a 12% increase in business. In the USA, disabled people make up the fastest growing minority consumer market, now worth \$220 billion

Furthermore this is pursuant to Premier Campbell's 2006 strategic goals of *Building the best system of support in Canada for persons with disabilities, those with special needs,*

children at risk, and seniors. The province of British Columbia now recognizes that
"Everyone deserves the opportunity to live a full, rewarding life, to pursue their goals and
dreams, and to participate and thrive in all aspects of society".

We would welcome the opportunity to provide feedback on your facility and services at
_____. From this we can create an accurate community inventory and
provide some resources on improving accessibility and inclusion for your _____.

Thank you for taking time out of your busy schedule to get informed about this new
resource available to you and for considering utilizing our services. We look forward to
working with you in the future. Should you not want to have this complimentary
assessment completed, please e-mail Michelle Jansson at mjansson@squamish.ca.

Best regards,

Sarah Tipler
Measuring Up Coordinator

School District 48 Accessibility Rating Checklist

Location: _____

Address: _____

Completed by: _____

DOS Accessibility Advisory Committee
Sarah Tipler
604-898-4869

General Access Criteria

Parking and Egress

Is there designated accessible parking:

- Yes
- No

If yes, how many spaces?: _____

Does each accessible parking space have a post- or wall-mounted sign with the symbol of accessibility mounted high enough so the sign is visible when a vehicle is parked in the space?

- Yes
- No

Do the parking spaces and access aisles have a fairly level surface? Note: slopes should be less than 1:50 (i.e. is the critical dimension 1/2" or less when holding a 24"builders level square to the ground)

- Yes
- No

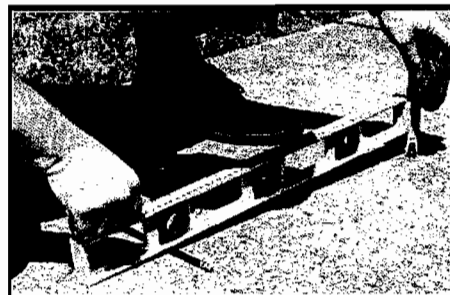
The simplest method to determine a given slope is using the level and tape measure as described below.

First, observe the general slope of the surface and place the builders' level on the pavement at the steepest point parallel to the direction of the slope. While holding the uphill end of the level on the pavement, place the pencil under the other end and roll it toward the uphill end of the level until the horizontal air bubble in the center of the level is itself centered in the little glass cylinder. This means that the level is perfectly horizontal. Now, take the tape measure and measure the open gap at the downhill end of the level, as shown in the photo opposite - this the "critical dimension".

For a 24" long builders' level...

1/2"	critical dimension	1:50 slope
1 1/4"	critical dimension	1:20 slope (approximate)
2"	critical dimension	1:12 slope

Photo of Measuring Slope



The designated accessible parking space is 4m (13.12ft) wide:

- Yes
- No, parking space is _____ wide.

Egress (path of travel) from accessible parking space to Main entrance is level, smooth and nonslip and does not travel past parked cars:

- Yes
- No, egress has the following hazards: _____.

Entrance

Is the main entrance to the school easy to identify?

- the front door has signage on it
- the lighting makes it clear where the direction of the entrance is
- the architecture or awning make it obvious of how to get into the building

- Yes
- No

If the main entrance is a glass door, is there a method to provide guidance to those with visual impairments? E.g. a contrasting strip across the glass or etching on the glass door.

- Yes
- No

Comments: _____

The main entrance is accessed by (check all that apply):

- Lift
- Elevator
- Level entrance
- Ramp or slope (grade 8% or less; 1' rise in 12' run)
- Ramp or slope (grade more than 8%)
- Stairs or a step

If the main entrance is accessed by an exterior ramp, is this ramp covered?

- Yes
- No

The main entrance door is at least 810mm (32") wide:

- Yes
- No

The main entrance door opens using (check all that apply):

- Power/electric door opener
- Push Bar
- Lever
- Knob
- Other

If the main entrance door had to be pushed or pulled open, was it:

- easy to open.
- difficult to open.
- too hard to open by yourself.
- Other: _____

If wheelchair access is not possible at the main entrance, is there an alternate accessible entrance?

- Yes
- No
- Other: _____

If yes, is there clear signage indicating where the alternate entrance is:

- Yes
- No

If an alternate accessible entrance is not by the main entrance, is there a safe path of travel that is smooth, flat, and nonslip to this alternate entrance?

- Yes
- No; the details are as follows: _____
- N/A

Once inside of the building, is there signage that indicates where the reception desk is or the departments that you are looking for?

- Yes
- No

The entrances to the classrooms are at least 810mm (32") wide:

- Yes
- No

Restrooms

Was there signage indicating where the restrooms were located?

- Yes
- No

Was this signage easily visible from a distance? I.e. the lettering or symbol was highly visible with high contrast colors?

- Yes
- No, comments: _____

Did this signage include information about the location of the accessible restrooms?

- Yes
- No

There are restrooms available:

- Yes
- No - if No, continue to Pathways and Aisles section

Please check all that apply:

- Entry door as it least 810mm (32") wide
- Stall door (if applicable) is it least 810mm (32") wide
- Accessible washroom has a minimum 1500mm x 1500mm (5'x5') clear floor space and accessible stall has a minimum 750mm x 1200mm (2.5"x4') clear floor space
- Grab bars are located on back and side walls beside toilet
- 900mm (35") clear space beside toilet
- 760mm (30") clear space in front of toilet
- Toilet height (from floor to seat) between 400mm and 450mm (16" and 18")
- Clear space below sink is a minimum 680mm x 750mm (27"h x 30"w)
- Faucets are operable with a closed fist (Lever or hands-free)
- 810 mm (32") clearance on latch side of entry door
- The top of the paper towel dispenser is no more than 1372mm (54") above the ground
- The bottom of the air hand dryer is no more than 1372mm (54") above the ground

What type of restrooms are available?

Please check all that apply:

- Separate family restroom
- Separate accessible restroom
- Separate accessible restroom with available change table that would accommodate a stroller
- Accessible stall in the main female or male restrooms

The entry door to the accessible restrooms opens using:

- Power/electric door opener
- Push bar
- Lever
- Knob
- Other

If the restroom entry door had to be pushed or pulled open, was it:

- easy to open.
- difficult to open.
- too hard to open by yourself.
- Other: _____

The hallway to the accessible washroom or the accessible washroom is used for storage:

- Yes
- No

Pathways and aisles

Way-finding in the school hallways. Please check all that apply:

- The classrooms are numbered
- The sign with the numbering on is high contrast
- The sign with the numbering on includes Braille
- The sign with the numbering on is no higher than 850mm (34") for elementary schools, or 1370mm (54") for high schools or post secondary's.

Is there signage indicating where the cafeteria is?

- Yes
- No

There is a minimum 920mm (36") clear pathway to all tables in the Cafeteria:

- Yes
- No
- N/A

The counter height at the payment area in the Cafeteria doesn't exceed 864mm (34"):

- Yes
- No
- N/A

If the counter height exceeds 864mm (34"), what is the height? _____

There is a minimum 920mm (36") clear pathway between all bookshelves and to the checkout counter at the Library:

- Yes
- No

The counter height at the Library checkout desk doesn't exceed 864mm (34"):

- Yes
- No

If the counter height exceeds 864mm (34"), what is the height? _____

There is a minimum 920mm (36") clear pathway in the Main Office to the reception staff:

- Yes
- No

The counter height at the reception desk doesn't exceed 864mm (34"):

- Yes
- No

If the counter height exceeds 864mm (34"), what is the height? _____

There is a minimum 920mm (36") clear pathway from students desks to the teacher's desk (please take the average for five classrooms):

- Yes
- No

Inclusive Play Area

What is the main play ground surface?

Please check all that apply:

- Pavement/Concrete
- Hard-Packed penetrate ground less than 7.6mm (.3")
- Gravel penetrate ground more than 7.6mm (.3") but less than 12.7mm (.5")
- penetrate ground more than 12.7mm (.5")
- Woodchips penetrate ground less than 7.6mm (.3")
- penetrate ground more than 7.6mm (.3") but less than 12.7mm (.5")
- penetrate ground more than 12.7mm (.5")
- Sand penetrate ground less than 7.6mm (.3")
- penetrate ground more than 7.6mm (.3") but less than 12.7mm (.5")
- penetrate ground more than 12.7mm (.5")
- Grass penetrate ground less than 7.6mm (.3")
- penetrate ground more than 7.6mm (.3") but less than 12.7mm (.5")
- penetrate ground more than 12.7mm (.5")
- Rubberized Groundcover

The Main play area is well-drained and there are not large puddles around play equipment

- Yes
- No

There are clear, firm, flat and no-slip pathways of at least 920mm (36") to and around play equipment, for those with mobility impairments, to travel along to play equipment that would accommodate a wheelchair or a walker

- Yes
- No

Are there any pieces of play equipment that would allow a caregiver to use with the assisted child (ie. Double width slide with extra wide ramp stairs to, a double width rocker that allows either an assisted child to be supported outside of their wheelchair or that the child can go on with their wheelchair or a supportive chair swinging, etc.)

- Yes
- No

There is a firm surfaced running track that has at least four lanes

- Yes
- No
- N/A

There are benches with a back that overlooks the play area

- Yes
- No

Services for people who are Blind or Low Vision

Textural markings at the top of a flight of stairs to indicate the potential hazard (typically high contrast grooved rubberized strips or a section of rubberized flooring with a raised pattern on the floor at the top and bottom of stairs):

- Yes
- No

The school library is connected to Visunet Canada Partners Program (VCP) or the Provincial Resource Centre for the Visually Impaired, which provides local libraries access to a collection of alternative format books and online resources for people with visual impairments:

- Yes
- No

The computers that are available for students to use have a screen reader function:

- Yes
- No

There is at least one computer available in a school that has a screen reader function:

- Yes
- No

There is Braille/raised lettering on restroom signage:

- Yes
- No

Services for people who are Deaf or Hard of Hearing

Please check all that apply:

- Visual fire alarms
- TDD (TTY) service at main reception desk
- closed captioning on any education DVD/video/film shown in classroom

Is there a **FM Systems** in the Auditorium or Cafeteria (speaker uses a microphone which directly transmits to a person's hearing aid)?

- Yes
- No
- Don't Know

During an assembly or a classroom lecture, is there any accommodation for people who are deaf or hard of hearing, by having space available at the front of the room and using visual aids such as projectors, chalkboards, films, diagrams, charts and other media?

- Yes
- No
- Don't Know

Additional information

Is the school's website accessible (W3 compliant, screen reader-friendly, size adjustable etc.)?

- Yes
- No
- Don't Know

Students with disabilities are integrated into regular classroom and regular curriculum, with additional technical assistance/help if necessary?

- Yes
- No
- Don't Know

Can students with disabilities participate in any off-site field trips (will transportation accommodate them?) Please select all that are able to participate

- Manual Wheelchair users
- Power Wheelchair users
- Blind and Visually Impaired
- Deaf and Hard of Hearing
- Autistic/ADHD and cognitive disabled

Are there any employees with disabilities?

- Yes
- No
- Don't Know

Is there any education for employees and students about etiquette when dealing with persons with disabilities?

- Yes
- No
- Don't Know

Are there any other items to be noted?