

December 7, 2023

4:00 pm

Meeting Room 5 (Ground Floor)

1435 Water Street

Pages

**1. Call to Order**

**2. Confirmation of Minutes**

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November 2, 2023

**3. Guest Speaker - Dr. Mike Prescott, BC Accessibility Hub Team**

**4. Short Term Priorities**

- Communication - quarterback for communication, requests for information to support committee, sharing information with media and public
- Budget
- Public feedback on issues
- Resources: Rick Hansen institute for assessment, AccessNow app, Left turn Right Turn
- Short Term Priorities: everyone (note from Chair)
- Accessibility Plan
- Verbiage used for disabled

**5. New Business**

**6. Next Meeting**

- January 11, 2024
- Is the 4:00 p.m. start working for everyone

**7. Meeting Termination**

## Accessibility Advisory Committee Minutes

Date: Thursday, November 2, 2023  
Time: 4:00 pm  
Location: Meeting Room 3 & 4

Members Present Paul Clarke (Alternate), Beth Flynn

Members participating Remotely Randy LeBlanc, Michelle Hewett, Hana Cairns, , Cody Petrone

Members Absent Celynne Hurst, Lisa Watson, Karine Veldhoen

Staff Present Mariko Siggers, Community & Neighbourhood Services Manager; Clint McKenzie, Legislative Coordinator (Confidential)

Staff Absent Robert Parlane, Parks & Buildings Planning Manager

### 1. Call to Order

The meeting was called to order at 4:03 p.m.

### 2. Confirmation of Minutes

Moved By Paul Clarke and Seconded by Randy LeBlanc

THAT the Minutes of October 13, 2023 be adopted as circulated.

Carried

### 3. Committee Chair

Discussion ensued around the roles of Chair and Vice Chair and who would be interested in filling the positions.

Moved By Beth Flynn and Seconded By Hana Cairns

THAT Paul Clarke be nominated as Chair and Michelle Hewett as Vice Chair.

Carried

### 4. Meeting Structure

Discussion ensued regarding how best to increase City staff awareness of the Committee on projects that would benefit from accessibility input.

A memo and email to staff introducing the committee were discussed as two methods to increase awareness.

Discussion regarding a press release for the new Committee with upcoming International Day of Persons with Disabilities (IDPD).

Staff will review with Communications department to determine the possibility of a press release.

Cody Petrone left the meeting at 4:55 p.m.

#### **5. Short Term Priorities**

Discussion on ways to encourage public feedback regarding accessibility via the different channels at the city including email, website and social media.

A future meeting with input from Information Services regarding a review of channels and which can be improved will be arranged.

Moved By Michelle Hewett, Seconded by Paul Clarke

THAT Dr. Michael Prescott from BC Accessibility HUB be invited to present to the Committee in December.

**Carried**

Additional City staff will be invited to attend the presentation who will be involved in the future development of the City's Accessibility Plan.

Discussion ensued regarding potential grants that may be available for future projects.

The Committee discussed the Rick Hansen Certification Program and an overview of the certification was provided by Hana Cairns. The program has several levels that can help identify areas of improvement for participating organizations. There are grants available to assist in improving barriers to the built environment and City projects have been recipients in the past. Past projects that have received Rick Hansen support will be shared with the Committee including Ben Lee Park and Parkinson Recreation Centre.

The City of Vancouver was provided as an example of a community that has adopted a gold certification standard for the program in their terms of reference. The Committee discussed how to take advantage of the opportunity to make a recommendation to submit applications to the Rick Hansen Foundation.

Other certification programs were discussed. A future agenda item for the committee is to investigate the opportunity to receive Rick Hansen training.

Discussion regarding representation regarding the vision community and the position of Alternate on the Committee. There was consensus that it should be open to all applicants who applied. There is no requirement to readvertise and staff will recommend an Alternate to Council to consider from the applicants who applied.

#### **5. New Business**

Discussion ensued regarding identifying quick wins for the Committee, including opportunity for a press release and a portal to get in touch with the City regarding accessibility in the community.

#### **6. Meeting Termination**

The meeting terminated at 6:04 p.m.

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Chair