

## MINUTES

SPECIAL ADVISORY COMMITTEE ON ACCESSIBILITY AND INCLUSIVENESS MEETING  
BOARDROOM, SERVICE AND RESOURCE CENTRE,  
411 DUNSMUIR STREET, NANAIMO, BC  
WEDNESDAY, 2020-FEB-26, AT 5:00 P.M. TO 7:00 P.M.

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Present: Councillor S. D. Armstrong, Chair  
Councillor Z. Maartman  
A. Breen  
S. Cameron  
L. Derksen  
S. Hamel  
R. Harlow  
D. Hollins  
J. Maffin (arrived 5:05 p.m.)  
E. Williamson

Absent: T. Davenock  
L. Malbon  
R. Pike

Staff: R. Harding, A/Chief Administrative Officer  
L. Clarkson, A/Director, Parks, Recreation and Culture  
S. Snelgrove, Deputy Corporate Officer  
K. Gerard, Recording Secretary

1. CALL THE SPECIAL ADVISORY COMMITTEE ON ACCESSIBILITY AND INCLUSIVENESS MEETING TO ORDER:

The Special Advisory Committee on Accessibility and Inclusiveness Meeting was called to order at 5:03 p.m.

2. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried unanimously.

J. Maffin entered the Boardroom at 5:05 p.m.

3. REPORTS:

(a) Introductions

1. Committee members introduced themselves and advised of their experience, both positive and negative, with accessibility and inclusiveness and stated their enthusiasm for this advisory committee.

2. City of Nanaimo Staff introduced themselves and explained their role regarding the Advisory Committee on Accessibility and Inclusiveness.

(b) Meeting Procedures

Sky Snelgrove, Steno Coordinator, provided the Advisory Committee on Accessibility and Inclusiveness (the Committee) with a presentation regarding meeting procedures, meeting practices, a future meeting schedule, operating and procedural guidelines.

(c) Terms of Reference

Richard Harding, General Manager, Parks, Recreation and Culture provided the committee with an overview of the Terms of Reference and stated that meeting frequency can be adjusted based on workload and projects the committee may be involved in.

(d) Next Meeting Date

The Committee agreed that the next meeting will be held on Wednesday, 2020-MAR-25, from 5:00 p.m. to 7:00 p.m. in the Service and Resource Centre Boardroom.

(e) Future Meeting Items

Introduced by Richard Harding, General Manager, Parks, Recreation and Culture.

Mr. Harding stated that the Committee may be asked to participate in a review of the Official Community Plan (OCP), the Active Transportation Master Plan, Maffeo Sutton Park Plan – Phase 2 and the Parks, Recreation Master Plan and others as they come forward for review.

Committee discussion took place regarding:

- T-Looping in all City of Nanaimo owned facilities and ensure a Staff member at each facility knows how to operate the system
- Ensuring that inclusive language is used in all City documents and policies
- Encourage the use of existing technology and apps to assist people of all abilities navigate Nanaimo safely and effectively
- Ensure that issues of accessibility and inclusiveness are corrected and that steps taken already to improve accessibility and inclusiveness are implemented City wide
- Use GIS Mapping to show all residents issues such as step slope areas and improvements such as textured walking surface indicators
- Standardized across the City to ensure that every crosswalk in Nanaimo has the crosswalk noise indicators for the visually impaired or blind
- Create a document that includes the accessibility and inclusiveness priorities on a 2 – 5 year timeline and how these can be priorities can be implemented
- Offer City Staff, Mayor and Council gender sensitive training by Trans Care BC and look at best practices adopted by other communities
- Policies on gender neutral pronouns in City documents

- Foundational policy work to shift the discourse of how disabilities are viewed
- Ensuring that Parks and Recreation programs are accessible to all ages and abilities and to not segregate those with diverse needs from others
- How to assist Staff, Mayor, Council and the community at-large to change the perception of accessibility and inclusive
- Nanaimo could see an increase in visitors and tourism if it was known as a safe and accessible place for people of all ages, abilities and walks of life
- Recognizing and correcting small, basic human needs barriers can make a significant difference
- Ensuring that all public men’s and women’s washrooms contain feminine hygiene products
- Committee’s ability to choose agenda topics and dedicate a meeting to one topic of importance

Richard Harding, General Manager, Parks, Recreation and Culture, advised the Committee that there are issues that Staff aren’t aware of that the Committee would be able to help with and encouraged members to focus on small wins which will eventually lead to long-term, positive changes for people of all walks of life.

Committee discussion took place regarding:

- Creating a forum where people can rate or give helpful information regarding places, restaurants, parks and washrooms that are accessible and inclusive to all
- Access Now, Google and Refuge Restrooms are all apps that provide ratings and locations of accessible and inclusive friendly places, restaurants, washrooms, hotels and parks
- Members of the Committee joining Staff during needs assessment tours of facilities, parks and other City owned areas to help identify needs or concerns

Richard Harding, General Manager, Parks, Recreation and Culture, advised the Committee that there is no set agenda for this committee and Staff will be bringing forward a work plan to the Committee at the next scheduled meeting.

Councillor Armstrong advised the Committee that each meeting could focus on one or two agenda items of importance brought forward by the Committee or Staff. Special meetings, outside of the key date calendar, could be scheduled if the Committee recognizes a hot topic or emerging priority.

4. ADJOURNMENT:

It was moved and seconded at 7:02 p.m. that the meeting terminate. The motion carried unanimously.

CERTIFIED CORRECT:

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CHAIR

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CORPORATE OFFICER