

## MINUTES

SPECIAL ADVISORY COMMITTEE ON ACCESSIBILITY AND INCLUSIVENESS MEETING  
BOARDROOM, SERVICE AND RESOURCE CENTRE,  
411 DUNSMUIR STREET, NANAIMO, BC  
WEDNESDAY, 2020-MAY-20, AT 3:00 P.M. TO 5:00 P.M.

---

Present: Councillor S. Armstrong, Chair  
Councillor Z. Maartman  
A. Breen (joined electronically)  
T. Davenock (joined electronically)  
L. Derksen (joined electronically 3:39 p.m.)  
S. Hamel (joined electronically)  
R. Harlow (joined electronically)  
D. Hollins (joined electronically)  
E. Williamson (joined electronically, disconnected 4:30 p.m.)

Absent: S. Cameron  
J. Maffin  
L. Malbon  
R. Pike

Staff: J. Rudolph, Chief Administrative Officer  
R. Harding, General Manager, Parks, Recreation and Culture  
L. Wark, Director, Recreation and Culture  
L. Clarkson, Manager, Recreation Services  
L. Bhopalsingh, Manager, Community Planning  
S. Newlands, Parks Project Coordinator  
K. MacDonald, Parks and Open Space Planner  
M. Koch, Active Transportation Project Specialist  
K. Robertson, Deputy City Clerk  
K. Gerard, Recording Secretary

### 1. CALL THE MEETING TO ORDER

The Advisory Committee on Accessibility and Inclusiveness Meeting was called to order at 3:00 p.m.

### 2. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda be adopted, as amended, to include a discussion on the impacts of COVID 19 under Other Business. The motion carried unanimously.

### 3. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Special Advisory Committee on Accessibility and Inclusiveness Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2020-FEB-26, at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

4. PRESENTATIONS:

(a) “City Spark” Coordinated Strategic Policy Review 2020-2021

Lisa Bhopalsingh, Manager, Community Planning, provided an overview of City Spark (a Strategic Policy Review 2020 – 2021) which included the key strategic plans, guiding principles, current status, and next steps.

(b) Maffeo Sutton Park Inclusive Playground Project

Kirsty MacDonald, Parks and Open Space Planner, and Scott Newlands, Parks Project Coordinator, provided an overview of the Maffeo Sutton Park Inclusive Playground Project, which will be a fully inclusive playground, and the first of its kind in Nanaimo. It was noted that the playground will include equipment for all ages and abilities and will incorporate elements of the Snuneymuxw First Nations people and their history in Maffeo Sutton Park.

L. Derksen joined the meeting electronically at 3:39 p.m.

The Committee discussed wheelchair accessibility, the measures taken to accommodate the visually impaired (i.e. the possibility for brail signage) as well as the potential for more rubberized material in future phases should grant funding become available.

5. REPORTS:

(a) Advisory Committee on Accessibility and Inclusiveness Draft 2020 Workplan

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

Committee discussion took place regarding the Draft 2020 Workplan. Highlights included:

- Review of the LEAP program
- Guiding principles
- Ongoing community engagement
- Ensuring information and community notices are accessible to all citizens including the visually impaired
- Active Transportation

It was moved and seconded that the Advisory Committee on Accessibility and Inclusiveness endorse the Draft 2020 Workplan, with the addition of the topic active transportation, as outlined in the May 20, 2020 report by the Manager of Recreation Services, as the Committee’s mandate; and that the Draft 2020 Workplan be forwarded to Council for approval. The motion carried unanimously.

A discussion ensued regarding sidewalk accessibility and other active transportation barriers.

Councillor Armstrong suggested that members send any topics related to active transportation barriers to the Legislative Services department who will then forward to Ms. Koch to be included as part of a presentation to be made at a future meeting.

(b) Advisory Committee on Accessibility and Inclusiveness 2020 Key Date Calendar

Introduced by Karen Robertson, Deputy City Clerk.

It was moved and seconded that the Advisory Committee on Accessibility and Inclusiveness endorse the 2020 Key Date calendar, as attached to the staff report and forward it to Council for approval. The motion carried unanimously.

6. OTHER BUSINESS:

(a) Richard Harlow re: COVID-19 Impact

The Committee engaged in a roundtable discussion regarding the impact of COVID-19 for community members with accessibility and inclusiveness concerns. Highlights included:

- Businesses propping their doors open which may eliminate space on the sidewalk
- Automatic soap, water and paper towel dispensers mandatory for all businesses
- Ensuring social distancing requirements can be met on pathways and sidewalks
- Low hanging branches on pathways and sidewalks
- Creating a resource where people with different abilities can locate business and recreational spaces that accommodate all ages and abilities
- Ensuring people with auditory impairments can still communicate with business owners and the community as many rely on lip reading, which is not possible when people wear masks. Suggest business owners wear full-face shields.
- Encouraging businesses to use a tactile or thicker tape on their floors in high visibility areas to direct patrons who are visually impaired.

E. Williams left the meeting at 4:30 p.m.

Councillor Maartman stated that she would relay the Committee's comments to the Chamber of Commerce.

7. ADJOURNMENT:

It was moved and seconded at 4:36 p.m. that the meeting terminate. The motion carried unanimously.

CERTIFIED CORRECT:

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
CORPORATE OFFICER