



## MINUTES

### ADVISORY COMMITTEE ON ACCESSIBILITY AND INCLUSIVENESS MEETING

Wednesday, March 12, 2025, 4:00 P.M.  
Boardroom, Service and Resource Centre  
411 Dunsmuir Street, Nanaimo, BC

- Present:
- Councillor H. Eastmure, Chair
  - Councillor S. Armstrong
  - L. Derksen, At Large Member\* (joined at 4:02 p.m.)
  - S. Enns, At Large Member
  - R. Harlow, At Large Member
  - T. Hirasawa, At Large Member
  - B. Kinrade, At Large Member\* (joined at 4:06 p.m.)
  - J. Maffin, At Large Member\*
  - S. Pump, At Large Member\*
  - A. Stuart, At Large Member
  - N. Sugiyama, At Large Member\*
- Absent:
- T. Brzovic, At Large Member
  - S. Roden, At Large Member
- Staff:
- B. Sims, General Manager, Engineering and Public Works
  - D. Osborne, Director, Parks, Recreation and Culture
  - N. Vracar, Deputy Corporate Officer
  - C. Davis, Deputy Director, Parks and Natural Areas
  - L. Clarkson, Manager, Recreation Services
  - J. Rose, Manager, Transportation
  - K. Lundgren, Zoom Moderator
  - L. Young, Recording Secretary

\* Denotes electronic meeting participation as authorized by "Council Procedure Bylaw 2018 No. 7272"

**1. CALL THE MEETING TO ORDER:**

The Advisory Committee on Accessibility and Inclusiveness (the Committee) Meeting was called to order at 4:00 p.m.

**2. ADOPTION OF AGENDA:**

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

**3. ADOPTION OF MINUTES:**

It was moved and seconded that the minutes of the Advisory Committee on Accessibility and Inclusiveness held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2025-JAN-08 at 4:00 p.m., be adopted. The motion carried unanimously.

L. Derksen joined the meeting electronically at 4:02 p.m.

**4. PRESENTATIONS:**

(a) Westwood Lake Park Accessible Wayfinding Signage

Introduced by Charlotte Davis, Deputy Director, Parks and Natural Areas.

Presentation:

1. Kelsi Hurlbut, Principal Landscape Architect, The TULA Project, provided an on-screen presentation included in the agenda package advising the following:
  - The TULA Project is working on designing accessible wayfinding signage for all of Westwood Lake Park (the park) in conjunction with the Westwood Lake Beach Enhancements and Washroom Upgrades
  - There are many defined standards regarding accessible wayfinding indoor signage; however, accessible outdoor wayfinding signage standards are less comprehensive

B. Kinrade joined the meeting electronically at 4:06 p.m.

- Requested feedback regarding the location of signage at First Beach

Committee discussion took place. Highlights included:

- The welcome signage displaying the park name and some directional arrows would face north to greet people as they enter the park via Westwood Road
- Suggestion to change the wording on the directional vehicular signage from “First Beach” to “First Beach Parking”, “Second Beach” to “Second Beach Parking”, and move “Boat Launch” to the bottom of the sign
- Directional pedestrian signage is intended to direct users once they have entered the park
- The potential to add another sign in the parking lot to indicate how to get to parking for Second Beach
- A suggestion to include signage that directs users to accessible parking
- Concerns regarding the directional vehicular sign at the park entrance being placed on the left side of the road and potentially blocking vision
- Directional pedestrian signs are intended to be placed at points in the park where small decisions about direction will be made. These signs are flagpole design with arrows and a small map
- A lack of standards for braille on outdoor signage is a systemic issue
- Importance of all relevant signage information being available to people with visual impairments

Kelsi Hurlbut, Principal Landscape Architect, The TULA Project, continued the presentation and reviewed the colour palette options for wayfinding and signage in the park.

Committee discussion took place regarding the colour palette options with the observation that blue provides more contrast against the brown and green colours in the forest.

It was moved and seconded that the Advisory Committee on Accessibility and Inclusiveness recommend that Council endorse blue as the colour palette for Westwood Lake Park wayfinding and signage as part of the Westwood Lake Park Amenity Improvements project. The motion carried unanimously.

Committee and Staff discussion continued. Highlights included:

- A suggestion to include significant accessibility points on the park maps
- If Committee members have additional feedback regarding accessible wayfinding and signage they can send their suggestions to C. Davis, Deputy Director, Parks and Natural Areas

5. REPORTS:

(a) Parking and Curbside Management: Accessibility Challenges and Opportunities in Nanaimo

Jamie Rose, Manager, Transportation, provided an on-screen presentation included with the report in the agenda package and advised the following:

- Due to quickly evolving industry standards, the City is conducting a Citywide Parking Review and Bylaw Update
- A survey is available on the Get Involved Nanaimo website and the deadline has been extended to 2025-MAR-28
- Encouraged Committee members to complete the survey, and provide specific feedback regarding accessibility challenges and opportunities

Committee discussion took place. Highlights included:

- Concerns regarding the accessible parking in the Gordon Street Parkade due to the reliance on the elevators to get to Commercial Street
- Concerns regarding medical facilities not offering enough accessible parking spaces
- The angle parking on Wesley Street can be a challenge from an accessibility standpoint due to the orientation of spaces and lack of aisle space
- The importance of encouraging alternative modes of transportation to increase availability of accessible parking
- Potential to create temporary accessible parking spaces for special events
- The importance of clearing accessible spaces during snow events

- Concerns regarding a lack of visitor parking in newer developments putting pressure on on-street parking and preventing those with mobility issues from parking within a reasonable distance of their destination
- The impact of recent Provincial legislation regarding reduced parking requirements in new developments
- The importance of on-street accessible parking spaces with curb cuts nearby
- The importance of enforcement for maintaining available accessible parking stalls

## 6. OTHER BUSINESS:

(a) Verbal Update re: Bylaw Update for Accessible Parking in Parkades

J. Rose, Manager, Transportation, advised the Committee that the City is updating "Traffic and Highways Regulation Bylaw 1993 No. 5000" to remove unclear language regarding accessible parking in parkades. Signage will be used to provide clarity on accessible parking downtown.

(b) Verbal Update re: Neck Point Park Parking Lot

C. Davis, Deputy Director, Parks and Natural Areas, advised the Committee that several updates were made to the Neck Point Parking Lot after receiving feedback from the Committee at the 2025-JAN-08 meeting, including curb cuts for accessible parking spaces, multiple locations for accessible parking spaces, a trailway for parking spaces, and a second raised crosswalk. Staff expect the parking lot to be completed later this year.

(c) Verbal Update re: Leisure Economic Access Pass (LEAP)

Darcie Osborne, Director, Parks, Recreation and Culture, advised the Committee that the City launched its partnership with the Port Theatre for the LEAP Program. The Port Theatre offered 30 free tickets to all LEAP Programs users through the Theatre Angels Program for a show called "A Simple Space", and all the tickets were claimed in less than an hour. The City is excited to continue this partnership with the Port Theatre and seek other potential partners.

(d) Verbal Update re: Local Community Accessibility Grant

D. Osborne, Director, Parks, Recreation and Culture, advised the Committee that the City received a \$25,000 Local Community Accessibility Grant through the Social Planning and Research Council of BC (SPARC BC) to purchase and install seven hearing devices for the front counters at

the recreation centres. This project is now complete, with the exception of one wicket at the Beban Park Pool. The City also allocated operational funds to purchase one more hearing device for the front counter at the Beban Park Social Centre.

Committee and Staff discussion took place regarding the details of the grant, which was a one-time grant of up to \$25,000.

**7. QUESTION PERIOD:**

The Committee received no questions from the public regarding agenda items.

Committee and Staff discussion took place regarding the Transportation 2025 Workplan which was presented to the Committee at the 2025-JAN-08 Meeting. Staff will provide an update regarding the progress of the Workplan at a future Committee meeting.

**8. ADJOURNMENT:**

It was moved and seconded at 5:36 p.m. that the meeting adjourn. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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DEPUTY CORPORATE OFFICER