



ACCESSIBILITY COMMITTEE OF COUNCIL
Wednesday, January 24th, 2024 @ 3:30 pm
Ucluelet Community Centre
500 Matterson Drive, Ucluelet

AGENDA

1. CALL TO ORDER
 - 1.1. ACKNOWLEDGEMENT TO THE YUUTUʔIʔATH
The committee would like to acknowledge Yuutuʔiʔath on whose traditional territories the District of Ucluelet operates.
2. APPROVAL OF THE AGENDA
3. ADOPTION OF MINUTES
 - 3.1. December 13, 2023
4. UNFINISHED BUSINESS
 - 4.1. Brainstorming Working grid and action items
5. REPORTS/INFORMATION
 - 5.1. Working Grid
6. CORRESPONDENCE/INFORMATION ITEMS
7. NEW BUSINESS
8. ADJOURNMENT



ACCESSIBILITY COMMITTEE OF COUNCIL
Wednesday, December 13th, 2023 @ 3:30 pm
Ucluelet Community Centre
500 Matterson Drive, Ucluelet

Present: Chair: Councillor Ian Kennington
Committee: Margaret Morrison, Scott Murray, Todd Smith,
Mary Ruff – not in attendance
Staff: Abby Fortune, Director of Parks & Recreation
Candice Bone, Recreation Assistant

1. CALL TO ORDER

The December 15th, 2023, Accessibility Committee Meeting was called to order at 3:33pm

The committee would like to acknowledge Yuuṭuṭiṭṭaṭṭ on whose traditional territories the District of Ucluelet operates.

2. APPROVAL OF THE AGENDA

2.1. November 15th, 2023, Accessibility Committee Agenda

- i. It was moved by Scott Murray and seconded by Todd Smith, THAT the November 15, 2023, Accessibility Committee Meeting Agenda be approved as presented.
- i. CARRIED

3. ADOPTION OF MINUTES

- 3.1. It was moved by Margaret Morrison and seconded by Todd Smith, THAT the November 15, 2023, Accessibility committee Meeting Minutes be adopted as presented.
- i. CARRIED

4. UNFINISHED BUSINESS

4.1. Brainstorming action items grid - continued

5. REPORTS/INFORMATION

5.1. Working Grid – apply criteria to prioritize action items – to be reviewed in 2024

6. CORRESPONDENCE/INFORMATION ITEMS – none
7. NEW BUSINESS – Accessibility page to be added to the District of Ucluelet website.
8. Motion to set a December meeting for January 24th, 2024, at 3:30 pm, moved and carried.
9. ADJOURNMENT – move to adjourn by Ian Kennington at 4:49pm.

District of Ucluelet Accessibility Committee Recommended Actions

	Action Name	First Steps	Next Steps	Lead(s)	Funding	
1	Hiring process - diversity/discrimination (componentss)	*current policy, upscale gap analysis of knowledge/training, level of expertise, *proactive, willingness to accommodate *pay transparency *active, look for balanced representation	*updated policy, information out/advertising campaign, *recruiting diversity, *internal training, *language/definition, *inclusive language in postings, *interview structure, *performance development review - tenure, retention, support, benefits, education, training	*admin, *contract/3rd party	*\$ benefit, *training	
2	Policy for accessibility Festival/Events/facilities	*audit current policies, staffing, volunteers, events, facilities *planned growth & accessibility *special events forms *audit to events other than DOU - complimentary organization *inventory for physical resources *research what has been done successfully *research national guidelines - SPARC	*timing/awareness *identify opportunities to close gaps in audit - new events/facilities. *outreach to other organizations like policies *understanding what is needed *communication of resources - templates, guidelines. *feedback/public input	*P & R *WCRS *Prov of BC *Health Network ACRD *Mid-Island *CBT *CQA	*opportunities outside *RMI - tie in	
3	Recognition of problem areas - expectations moving forward	Expectations moving forward				
4	Sidewalks/Crosswalks/lighting/Continuity (mobility/safety) Parks Access/curbs	*Inventory/identify-map of ucluelet to mark out network,*desired lines/unbuilt, *prioritize, *lighting identification/need, *create zones, core needs: 1. health wellness, recreation, tourism, *public input/framework	*mapping it out/continuity *integrate into OCP (public input for these first two points) *scope: i.e. mobility vs other disabilities *standards/appropriate *policy, types of service, level of service within zones *plan moving forward *strategic plan (Council)	*Planning Department: mapping and OCP *Parks & Rec: trails and pathways	*5-20 yr budgeting, grants, *RMI, *partnership with service clubs	
5	Rest areas local/tourism/signage (ranking difficultiess) Wayfinding **OVERLAP WITH TOURISM?*	*audit - wayfinding - washrooms -mapping-linkages - charge points -signage=accessible!-pet/support/infrastructure -**identify priorities *sustainment/legacy-mtn. *Tester	*frequency of opportunities for rest -options/grading - symbols *signage/what is coming up *water fountains *connecting with organizations *mapping future builds *P&R Masterplan/OCP *continuity of surfaces *priority paving *WPT - levels *community focused *RES info/guides built in	*P&R, Planning, Public Works, Operations-mtn. *First nations consult	*Clean BC electrical charge-scooter *taxes *New Horizons *National parks	Other: 2. 5. community focused
6	Climate change/Emergency planning?, Future needs	*Identify current practices,				
7	Getting the info out/website					
8	Synergy with other existing strategies, inclusion First Nation (policy piece)	Subtitles under first steps? See throughout. Ties into tourism				
9	Hidden disabilities/Social norms. Imutable characteristics of mental, social, physical - being identity	*awareness *info knowledge *safety -OHAS *policy *code of conduct	*signage *training/knowledge *updating info *actionable items/resources available **"create environment" *tie in/apply	*Council *admin *Dept -all *Disability Alliance of BC		
10	Prioritize companies with Accessibility policy					

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Tourism	*inventory - who is doing what?, *access through tourism lens, *4VI - review info collected, *research/standards *stop gap measures	*small business funding, *outreach partnership, accessibility in region, best practices, *incentive - feature businesses, website *WPT trail chair *Accessibility map - what can be accessed?	*Community services, Planning Department, Council, IT/Admin	*grants/CBT, *time, *funding
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