



ACCESSIBILITY COMMITTEE OF COUNCIL  
Wednesday, November 13<sup>th</sup>, 2023 @ 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. November 15, 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, November 15<sup>th</sup>, 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 November 15<sup>th</sup>, 2023, Accessibility Committee Meeting was called to order at 3:29pm

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

2. APPROVAL OF THE AGENDA

2.1. November 15, 2023 Accessibility Committee Agenda

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

3. ADOPTION OF MINUTES

3.1. It was moved and seconded THAT the October 4, 2023, Accessibility committee Meeting Minutes be adopted as presented

- i. CARRIED

4. UNFINISHED BUSINESS

4.1. Brainstorming Accessibility Standards Frameworks - continued

5. REPORTS/INFORMATION

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

5.2. Recommended Actions – built out 3 action items on the grid

6. CORRESPONDENCE/INFORMATION ITEMS – UBCM Accessibility Tour Participant Guide. - Abby will forward to the group
7. NEW BUSINESS – none
8. Motion to set a December meeting for December 13, 2023 at 3:30 pm, moved and carried.
9. ADJOURNMENT at 5:01pm

**District of Ucluelet Accessibility Committee Recommended Actions**

	<b>Action Name</b>	<b>First Steps</b>	<b>Next Steps</b>	<b>Lead(s)</b>	<b>Funding</b>
1	Hiring process - diversity/discrimination (components)	*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				
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 difficulties) Wayfinding				
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				
10	Prioritize companies with Accessibility policy				
11	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