



## Accessibility Committee Meeting

Tuesday, May 13, 2025

Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC

10:00 AM

### Regular Agenda

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Watch the meeting live at: <https://www.acrd.bc.ca/events/13-5-2025/>

Register to participate via Zoom Webinar at:

[https://acrd-bc-ca.zoom.us/webinar/register/WN\\_jCDZlthUTIK3uCk4i2lExg](https://acrd-bc-ca.zoom.us/webinar/register/WN_jCDZlthUTIK3uCk4i2lExg)

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| <b>1. <u>CALL TO ORDER</u></b>  |               |
| <b>Recognition of Territories.</b>  |               |
| Notice to attendees and delegates that this meeting is being recorded and livestreamed to YouTube on the Regional District Website. |               |
| Introductions – New and Existing Committee Members and Staff present in the Boardroom and via Zoom.                                 |               |
| <b>2. <u>APPROVAL OF AGENDA</u></b><br><i>(motion to approve, including late items requires 2/3 majority vote)</i>                  |               |
| <b>3. <u>DECLARATIONS</u></b><br><i>(conflict of interest)</i>  |               |
| <b>4. <u>MINUTES</u></b>  |               |
| a. <b>Accessibility Committee Meeting held February 11, 2025</b>  | <b>3-7</b>    |
| <i>THAT the minutes of the Accessibility Committee meeting held on February 11, 2025 be adopted.</i>                                |               |
| <b>5. <u>PETITIONS, DELEGATIONS &amp; PRESENTATIONS (10-minute maximum)</u></b>   |               |
| a. <b>Deserray McClary and Hailee Down, Inclusive Play PA Society regarding accessible playgrounds in the region.</b>               |               |
| <b>6. <u>CORRESPONDENCE FOR INFORMATION</u></b>   |               |

- a. **BC GOV NEWS** **8-9**  
BC Building Code, Adaptable-dwelling and seismic provisions take effect  
March 10

*THAT the Accessibility Committee receive this item for information.*

**7. REQUEST FOR DECISIONS**

**8. REPORTS**

- a. **ACRD Accessibility Updates – Heather Zenner, Manager of  
Administrative Services, ACRD (Verbal)**  
b. **Emergency Preparedness – Karen Freethy, Manager of Protective  
Services, ACRD (Verbal)**

*THAT the Accessibility Committee receives reports a-b.*

**9. LATE BUSINESS**

**10. QUESTION PERIOD**

**Questions/Comments from the public:**

- **Participating in Person in the Board Room**
- **Participating in the Zoom meeting**
- **Emailed to the ACRD at [responses@acrd.bc.ca](mailto:responses@acrd.bc.ca)**

**11. ADJOURN**



# Alberni-Clayoquot Regional District

## MINUTES OF THE ACCESSIBILITY COMMITTEE MEETING

HELD ON TUESDAY, FEBRUARY 11, 2025, 10:00 AM

Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

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- MEMBERS** Vaida Siga, Director, Area C – Long Beach
- PRESENT:** Cindy Solda, Councilor, City of Port Alberni  
Amber Severinson, Member at Large  
Nicole Uzelman, Member at Large  
Jamie Tattrie, Member at Large
- REGRETS:** Rainie O'Connor, Member at Large  
Helen Dick, Member at Large  
Deanna Spencer, Member at Large
- STAFF PRESENT:** Eddie Kunderman, Operations Manager  
Heather Zenner, Manager of Administrative Services  
Kristin Kerr-Donohue, Administrative Assistant  
Sara Darling, City of Port Alberni  
David Arsenault, City of Port Alberni  
Marcie DeWitt, Alberni-Clayoquot Health Network

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
<https://www.acrd.bc.ca/events/11-2-2025/>

### 1. **CALL TO ORDER**

The Administrative Assistant (AA) called the meeting to order at 10:02 am.

The AA recognized this meeting is being held throughout the Nuuchahnulth territories.

The AA reported this meeting is being recorded and livestreamed to YouTube on the Regional District website.

Introductions - Committee Members and Staff present in the Boardroom and via Zoom.

### 2. **ELECTION OF CHAIRPERSON**

#### **ELECTION OF CHAIRPERSON/VICE-CHAIRPERSON FOR 2025**

The AA conducted the election for Chairperson of the Accessibility Committee for 2025.

The AA declared Cindy Solda to the position of Chairperson for the Accessibility Committee for 2025.

### **ELECTION OF VICE-CHAIRPERSON**

The AA conducted the election of Vice-Chairperson of the Accessibility Committee for 2025.

The AA declared Nicole Uzelman to the position of Vice-Chairperson for the Accessibility Committee for 2025.

Cindy Solda assumed the Chair.

### **3. APPROVAL OF AGENDA**

*MOVED: J. Tattrie*

*SECONDED: N. Uzelman*

*THAT the agenda be approved as circulated.*

**CARRIED**

### **4. DECLARATIONS**

### **5. MINUTES**

#### **a. Accessibility Committee Minutes – May 14, 2024**

*MOVED: N. Uzelman*

*SECONDED: J. Tattrie*

*THAT the minutes of the Accessibility Committee meeting held on May 14, 2024 be adopted.*

**CARRIED**

#### **a. Accessibility Committee Minutes – December 10, 2024**

*MOVED: J. Tattrie*

*SECONDED: A. Severinson*

*THAT the minutes of the Accessibility Committee meeting held on December 10, 2024 be adopted.*

**CARRIED**

V. Siga joined at 10:10 am.

#### **a. Accessibility Committee Minutes – December 17, 2024**

*MOVED:* V. Siga  
*SECONDED:* N. Uzelman

*THAT the minutes of the Accessibility Committee meeting held on December 17, 2024 be adopted.*

**CARRIED**

**6. PETITIONS, DELEGATIONS & PRESENTATIONS**

**7. CORRESPONDENCE**

- a. **MINISTRY OF SOCIAL DEVELOPMENT AND POVERTY REDUCTION**  
Response from Accessibility Directorate re: Letter from ACRD Board of Directors regarding accessibility concerns at Sproat Lake Park

**8. REQUEST FOR DECISIONS**

**9. REPORTS**

- a. **City of Port Alberni Master Plan Update Presentation, David Arsenault, Project Manager, City of Port Alberni**

David provided an update on the Parks, Recreation, & Culture Master Plan and a detailed update on the Transportation Master Plan and how this plan will relate to accessibility updates and plans.

Requested input from the committee to include in the Transportation Master Plan. Discussion followed regarding specifics of how the Transportation Master Plan will apply to city owned infrastructure, how private businesses can be supported to make accessibility changes, and other barriers within the community.

- b. **SPARC Grant Update, Heather Zenner, Manager of Administrative Services, ACRD (Verbal)**

Staff advised that the Alberni-Clayoquot Regional District received \$25,000 from SPARC BC. Funding will be utilized for accessibility training for ACRD staff. ACRD staff are working on a Request for Proposal to source a contractor for the training.

- c. **ACRD Accessible Events Checklist, Heather Zenner, Manager of Administrative Services, ACRD**

ACRD developed an 'Accessible Events Checklist' to support ACRD and other organizations in providing accessible community events. Requesting Committee feedback on the checklist created to ensure that events are accessible for all community members. E-mail suggestions to [hzenner@acrd.bc.ca](mailto:hzenner@acrd.bc.ca).

ACRD staff are meeting with the Canadian Council for the Blind for their input at an upcoming meeting in March.

**d. Regional Transit Update & Accessible Bus Shelters – West Coast Transit System, Eddie Kunderman, Operations Manager, ACRD (Verbal)**

Provided an update on the West Coast Transit program. BC Transit will be taking on the service as of March 1, 2025. The ACRD will work on building bus shelters along the service route, ensuring that they are built to *Accessible Canada Act* (ACA) standards. The busses will also be accommodated with verbal announcements of upcoming stops. The ACRD Regional Transit Study is ongoing, will address connectivity to areas outside of Port Alberni.

*MOVED: V. Siga*

*SECONDED: J. Tattrie*

*THAT the Accessibility Committee receives reports a-d.*

**CARRIED**

**10. LATE BUSINESS**

**a. Discussion of accessibility being incorporated in Emergency Planning**

A. Severinson requested information on how accessibility is incorporated in evacuation plans. Staff indicated that both the ACRD and City of Port Alberni Accessibility Plans had recommendations related to Emergency Planning. Emergency staff will be invited to an upcoming Accessibility meeting.

**11. QUESTION PERIOD**

Questions/Comments from the public. Questions were received from K. Belisle and Sabrina related to sidewalk accessibility, lack of wheelchair accessible services at West Coast General Hospital, services for children with disabilities, and handyDART.

The Administrative Assistant advised there were no questions or comments respecting an agenda topic from public:

- Participating in the Zoom webinar
- Submissions received by email at [responses@acrd.bc.ca](mailto:responses@acrd.bc.ca).

**14. ADJOURN**

*MOVED: J. Tattrie*

*SECONDED: V. Siga*

*THAT the meeting be adjourned at 11:18 am.*

**CARRIED**

Certified Correct:

*Cindy Solda*

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Cindy Solda,  
Chairperson

*Kristin Kerr-Donohue*

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Kristin Kerr-Donohue,  
Administrative Assistant