



# Corporation of the Village of Cumberland

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## Accessibility Select Committee

### Minutes

January 22, 5:30 pm

Council Chambers

#### **Members Present:**

Laurel Rankin, Chair  
Judy Norbury, Vice-chair  
Trond Halle  
Brenda Lenahan  
Jaye Mathieu  
Councillor Vickey Brown

#### **Staff:**

Rachel Parker, Deputy Corporate Officer

Ms. Rankin called the meeting to order at 5:35 pm.

#### **1. Approval of Agenda**

**Norbury/Mathieu:** That the Committee approve the agenda.

**Carried**

#### **2. Adoption of Minutes**

2.1 September 17, 2018

**Mathieu/Halle:** THAT the Committee approve the minutes of September 17, 2018.

**Carried**

2.2 November 22, 2018

**Brown/Mathieu:** THAT the Committee approve the minutes of November 22, 2018.

**Carried**

#### **3. Unfinished Business**

3.1 Community Event Manual review Feedback  
Community Event Manual

- Include introductory paragraph on universal inclusivity and accessibility with the message "In order to be inclusive, events must be accessible" and "when something is accessible it is accessible to everyone" and note that accessibility helps everyone, including families using strollers
- Develop checklists for staff to guide organizers
- Page 5 Site Requirements: include note about inclusive and accessible
- Page 6 Washroom and Site Layout: note requirement for 1+ accessible washroom; highlight accessible access points, parking and washrooms on site plan

- Note that assistance is available from staff to complete an event application (in the event that a person has literacy or communications challenges, or has visual impairment)
- Page 7 Parking:

- 3.2 Portable aluminum ramps – Comox Valley Accessibility Committee contact with Comox Valley Emergency Program
- 3.3. Development Application and Fees Bylaw – Recommendation for information meetings in accessible venues included in proposed amendment to bylaw
- 3.4 Recommendation for Commercial and public buildings, OCP review in 2020; staff encouraging voluntary presentations to Committee by developers
- 3.5 Rick Hanson Assessments – Colliery Trails, Cultural Centre, Village Office complete, waiting for assessment reports;
- 3.6 Accessibility Brochure for business, distribution to commercial property owners by mail – outstanding

**4. New Business**

- 4.1 Reports from committee members

**5. Upcoming meeting:** February 19, 2019 at 6pm

**6. Adjournment**

Certified Correct:

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Chair

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Corporate Officer