

## ACCESSIBILITY AND INCLUSION ADVISORY COMMITTEE

*Please note that this meeting is scent free*

**DATE:** Tuesday, May 5, 2026  
**TIME:** 7:00 p.m. to 9:00 p.m.  
**PLACE:** Council Committee Room  
Coquitlam City Hall  
3000 Guildford Way  
Coquitlam, BC

### CALL TO ORDER AND TERRITORIAL ACKNOWLEDGEMENT

### ADOPTION OF MINUTES

**1. Minutes of the Accessibility and Inclusion Advisory Committee Meeting held on Tuesday, March 3, 2026**

*Recommendation:*

That the Minutes of the Accessibility and Inclusion Advisory Committee Meeting held on Tuesday, March 3, 2026 be approved.

### OLD BUSINESS

### NEW BUSINESS

- 2. Presentation from Dr. Charles Best Secondary Youth Empowerment Team (Presentation by Student Representatives)**  
7:05 – 7:20 p.m. (15 minute)
- 3. Canada Day Accessibility (Presentation by Heidi Hughes, Manager Tourism and Visitor Economy and Wondy Chan, Cultural and Community Event Supervisor)**  
7:20 – 7:35 p.m. (15 minutes)
- 4. AccessAbility Resource Fair Update (Introductory Comments by Kate Brown, Accessibility and Inclusion Specialist)**  
7:35 – 7:45 p.m. (10 minutes)

5. **Accessibility and Inclusion Plan and Other Equity, Diversity and Inclusion Division Updates (Standing Agenda Item)**  
7:45 – 7:55 p.m. (10 minute)
  
6. **Transportation, TransLink and Other Transportation Division Updates (Standing Agenda Item)**  
7:55 – 8:15 p.m. (20 minutes)
  
7. **Committee Members’ Roundtable / Emerging Issues (Standing Agenda Item)**  
8:15 – 9:00 p.m. (45 minutes)

**OTHER BUSINESS**

**NEXT MEETING DATE – Tuesday, July 21, 2026**

**ADJOURNMENT**

**ACCESSIBILITY AND INCLUSION ADVISORY COMMITTEE**

**Tuesday, March 3, 2026**

A Regular Meeting of the Accessibility and Inclusion Advisory Committee convened on Tuesday, March 3, 2026 at 7:00 p.m. in the Council Committee Room, City Hall, 3000 Guildford Way, Coquitlam, BC, with the following persons present:

*\*Indicates Virtual Attendance*

COMMITTEE MEMBERS: Councillor Steve Kim, Chair  
Councillor Matt Djonlic, Vice Chair  
Georgina Hackett, Citizen Representative  
Paul Jarvie, Citizen Representative\*  
Alex Kwan, Citizen Representative  
Heather Lawson, Citizen Representative\*  
Jen-Che (Arthur) Lee, Citizen Representative\*  
Georgette Reyes, Citizen Representative  
Pete Stone, Community Ventures Society  
Sandra Uno, Citizen Representative  
Susan Williamson, Tri-Cities Seniors' Action Society

ABSENT: Lelainia Lloyd, Citizen Representative (regrets)  
Ross Renaud, SHARE Family and Community Services

STAFF: Manisha Dutta, Senior Manager Equity, Diversity, and Inclusion  
Heidi Hughes, Manager Tourism and Visitor Economy  
Rebecca Laurie, Manager Civic Engagement  
Thomas Thivener, Manager Transportation Planning  
Mark Dylag, Transportation Engineer  
Kate Brown, Accessibility and Inclusion Specialist  
Alex McLellan, Committee Clerk

**CALL TO ORDER AND TERRITORIAL ACKNOWLEDGEMENT**

The Chair called the meeting to order at 7:00 p.m. and provided an Indigenous territorial acknowledgement.

**ADOPTION OF MINUTES**

**1. Minutes of the Accessibility and Inclusion Advisory Committee Meeting held on Tuesday, January 20, 2026**

The Minutes of the Accessibility and Inclusion Advisory Committee Meeting held on Tuesday, January 20, 2026 were approved.

**OLD BUSINESS**

**NEW BUSINESS**

**2. SPARC BC and Rick Hansen Foundation Grant Applications**

The Senior Manager Equity, Diversity and Inclusion provided introductory comments, noting that Committee endorsement is required to submit applications for grants as found in the Agenda package.

MOVED  
AND SECONDED

That the Accessibility and Inclusion Advisory Committee approve letters of endorsement, as presented, for the SPARC BC Local Community Accessibility Grant application and the Rick Hansen Foundation RBC Barrier Busters Grant application to support accessibility enhancements across the community.

CARRIED UNANIMOUSLY

**3. Festivals and Events Strategy**

The Manager Tourism and Visitor Economy and Manager Civic Engagement gave a presentation entitled “Festivals and Events Strategy” and referred to slides found in the Agenda package.

Paul Jarvie and Jen-Che (Arthur) Lee entered the meeting at this point (7:10 p.m.)  
Heather Lawson entered the meeting at this point (7:14 p.m.)

Discussion ensued relative to the following:

- Appreciation of the comprehensive approach to accessibility beyond physical accessibility to consider, for example, neurodiversity and socioeconomic status.

- Suggestion of creating guiding principles for accessibility in events and the proactive involvement of people with disabilities and other who may face barriers to access in planning events so that attendees may participate meaningfully.
- Suggestion that representation of persons with disabilities and event accessibility be included in event advertising and communications to encourage greater participation.
- Suggestion that participants of different generations and abilities attend events together and need to be able to engage in or be present at the same activities.
- Suggestions of common resources to provide to event planners including recommended vendors of accessible products and services; a design kit for accessible signage and communications; and a physical kit of basic accessible event items.
- Suggestion that an accessible event resource toolkit be developed in collaboration with people with disabilities (both visible and invisible).
- Suggestion to investigate ways to incentivize building accessibility and inclusion into event planning and execution.
- Suggestion to network with other municipalities to identify effective practices.

The Manager Tourism and Visitor Economy and the Manager Civic Engagement left the meeting at this point and did not return (7:32 p.m.).

#### **4. Curbside Management Strategy**

The Transportation Engineer gave a presentation entitled “Curbside Management Strategy” and referred to slides found in the Agenda package.

Discussion ensued relative to the following:

- Suggestion that the need for accessible street parking varies based on street and building design as well as the availability of on-site parking.
- Suggestion that accessibility can be effectively addressed by a combination of pickup/drop off locations as well as dedicated accessible parking stalls.
- Consideration that ramp-equipped vans need clearance either curbside or behind free of obstacles, need wider parking stalls in parkades, and cannot navigate sharp grade transitions.
- Consideration of safety when exiting or entering a vehicle curbside, particularly the amount of separation from vehicle, bicycle, or other forms of traffic.
- Suggestions of characteristics of effective and accessible pick-up/drop-off zones including clear signage; proximity to entrances; consistent lighting; universally passable adjoining surfaces; space for loading mobility equipment; time

sufficient for persons with mobility issues; enforcement of appropriate use; and potential separation between accessibility and delivery service spaces.

The Transportation Engineer left the meeting at this point (7:49 p.m.).

## **5. Draft Accessibility and Inclusion Plan Update**

The Senior Manager Equity, Diversity and Inclusion gave a presentation entitled “Draft Accessibility and Inclusion Plan” and referred to slides found in the Agenda package.

Discussion ensued relative to the following:

- Congratulations for drafting a comprehensive Plan through considerable work.
- Appreciation that the City was ahead of the curve in preparing this work, and that the City undertakes this work in meaningful and tangible ways.
- Understanding how the impact of the Plan will be measured, an offer to collaborate on effective measures, and a suggestion to seek public feedback after a longer period to determine impact.
- Evolving language in the accessibility space and the suggestion to consider alternatives to the phrase “best practice” such as “effective practice”, “promising practice”, or “evidence-based approach” that are more inclusive

In response to Committee discussion, staff noted the following:

- The Plan aims to build accessibility and inclusion into business planning across the organization.
- Feedback will be continuously considered in future versions of the Plan.

## **6. AccessAbility Resource Fair Update**

The Accessibility and Inclusion Specialist gave a verbal update noting that the event will take place on Sunday, May 24, 2026 at Pinetree Community Centre. Planning is underway with positive responses from community organizations, and details will be announced in a formal invitation to come. There are volunteer opportunities to help host a table to introduce the Accessibility and Inclusion Plan and the work of the Accessibility and Inclusion Advisory Committee; as well as to support event management, and a request will be made via email.

Discussion ensued relative to the following:

- Interest in participating in the Fair on behalf of a community organization.
- Request for promotional materials to send through community organizations.

## **7. Transportation, TransLink and Other Transportation Division Updates (Standing Agenda Item)**

The Manager Transportation Planning gave a verbal update relative to the following:

- Continued work on the Transportation Plan following completion of the walking and micromobility networks with street network improvements including road safety and curbside management strategies to be presented to Council in the coming months; the road safety strategy will come to the Committee for feedback this summer.
- Accessibility of crosswalk buttons raised at the last meeting is still being investigated in the case of Guildford Way and Pinetree Way and will be addressed with temporary asphalt to fill a gap in the case of Montrose Street and Como Lake Avenue.

Discussion ensued relative to a suggestion to investigate more vibrant crosswalk signals, as seen in other municipalities such as Oak Bay.

In response to Committee discussion, staff noted that the safety statistics at Guildford Way and Pinetree Way have improved significantly since the improvements were installed last summer.

## **8. Committee Members' Roundtable / Emerging Issues (Standing Agenda Item)**

The Chair invited committee members to share emerging issues and information regarding events occurring in their communities.

Discussion ensued relative to the following:

- Inquiry about the availability of reports regarding the Rick Hansen Foundation Accessibility Certifications for facilities in the City to understand opportunities for improvement.
- Concerns about food delivery or ridesharing vehicles frequently double-parking outside apartment buildings and creating a pedestrian safety hazard.
- Interest in opportunities for discussion across municipalities and other organizations to discuss accessibility practices, and an offer to request such opportunities through the Union of BC Municipalities Executive.
- BC Building Code requirements for automatic door openers (ADOs) in retail spaces, concerns related to the lack of ADOs in some of these spaces, and challenges to retrofitting for accessibility enhancements due to cost
- Suggestion for the City to consider establishing standards for parking enforcement practices administered by private providers.

In response to Committee discussion, staff noted the following:

- Staff engage with the national Accessibility Professionals Network and provincial Municipal Accessibility Network and are proactive in engaging other municipalities in the region to advance similar forums.

**OTHER BUSINESS**

**NEXT MEETING DATE – Tuesday, May 5, 2026**

**ADJOURNMENT**

The meeting adjourned at 8:35 p.m.

**MINUTES CERTIFIED CORRECT:**

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Councillor Steve Kim, Chair

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Alex McLellan, Committee Clerk



City of Coquitlam

# Canada Day Accessibility

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## Agenda

1. Event Details
2. Accessibility Overview
  - Physical
  - Sensory and Communication
  - Other
3. Q & A



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# Event Background



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# Canada Day Accessibility Map

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**City of Coquitlam CANADA DAY**

Wednesday, July 1, 2026 / 12 – 10:30 p.m.  
Town Centre Park

**Accessibility Map**

Map Legend:

- Town Centre Park Community Plaza
- Meadow Stage
- Accessible Parking
- Expectant Mother Parking
- FREE Bike Valet
- Accessible Drop-off and Viewing Area for Fireworks
- Accessible Drop-off/Pick-up Area
- FIFA watch party screen
- Accessible Stage Viewing Area
- Accessible Washrooms
- Accessible Entrance Route
- Break Zone – Kinsight Sensory Friendly Area
- Pottery Works – Community Living Society
- First Aid
- Information
- Picnic Tables (Wheelchair Accessible)
- Main Entrance
- Entrance
- Town Centre Park Community Centre Hours 12 p.m. – 6 p.m.
- SkyTrain (Lafarge Lake – Douglas)
- Fireworks Firing Zone: CLOSED TO THE PUBLIC

Map details include: Accessible Drop-off 12 – 9:30 p.m., No vehicle access 9:30 – 11 p.m. during fireworks road closure; Accessible Drop-off 12 – 11 p.m., Accessible during fireworks road closure; Phinney Way (closed 9:30 – 11 p.m.); Evergreen Cultural Centre; Gullford Way.

Coquitlam.ca/CanadaDay

# Physical Accessibility



## Physical Accessibility

- Over 20 accessible parking spots available onsite to those with a SPARC decal
- Some are permanent accessible stalls that can support a lift
- Other accessible spaces along the curb are within a road closure area to allow space for patrons to load in/out of their vehicles safely
- All accessible parking spots have pathways with a lip to ensure connection to major park pathways
- Graded cable covers are designed with accessibility in mind for people using mobility aids or strollers
- Two designated accessible drop off areas
- Food trucks are mindful of accessibility and all of them will accommodate their services to meet the needs of those with accessibility needs



# Physical Accessibility - Performances

- The Plaza Stage has designated accessible viewing areas at the top of plaza seating & on stage left/stage right at the base
- Accessible mats for people using mobility aids to view the performances



# Physical Accessibility - Additional

- 40% of picnic tables in Eat Street will be designed for wheelchairs
- One of the two free water bottle fill up stations will be designed to accommodate wheelchairs and strollers
- Temporary furniture in the event's Brew Corner is moveable to ensure those with accessibility needs can watch performances at the Meadow stage while enjoying a beverage
- Accessible washrooms are marked and have the universal "c" shape handles inside these units
- The Rocky Point Ice Cream concession counter is built to be an accessible height



## Sensory and Communication Features



## Sensory and Communication Features

- Service animals are welcome with animal water stations available across the event site
- ASL interpreters on stage during opening and closing ceremonies
- Earplugs available at Info Booth
- We aim to hire a diverse range of staff including those that speak different languages. Staff will have stickers on uniforms to inform patrons what other language staff can speak for translation services



# Community Connections

- Kinsight
  - On-site to provide information on their services for children, youth and families with developmental disabilities
- Break Zone – provided by Kinsight
  - A sensory friendly, quiet place with sensory equipment
- Community Living Society (CLS)
  - Handmade pottery and other artwork from local artists with diverse needs. Some of these artists will be onsite to share more information about their art and resources/supports that have helped them

## Other Accessibility Features



## Financial Accessibility

- Free community event!
- Food Vendors
  - Cost-friendly and wide-variety of food truck options, based on previous years' feedback surveys
  - In addition, we offer: vegetarian, kosher, halal, vegan, gluten free, nut free, dairy alternatives and other options to support a diverse range of preferences and dietary restrictions
- Market vendors
  - Cost-friendly and variety of cultural groups, arts organizations & merchants
  - We offer spaces to local non profits for free including the cost of tables, chairs and tenting to support non profit organizations to share resources with the community they serve

## Other Accessibility Features

- We encourage attendees to cycle or scooter to the event, we will have an onsite bike valet for parking of 150 bikes at one time
- We will have a limited number of Expectant Mother Parking onsite
- Most washrooms onsite are gender-neutral
- Additional lighting is brought for after the fireworks show to assist those with low vision
- (2) areas of misting stations
- Shaded areas near the stage



# Canada Day Accessibility Map

Coquitlam



## Questions?

**Wondy Chan**

*Cultural and Community Event Supervisor*

604-927-6968

[festivalsandevents@coquitlam.ca](mailto:festivalsandevents@coquitlam.ca)

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# Transportation Updates

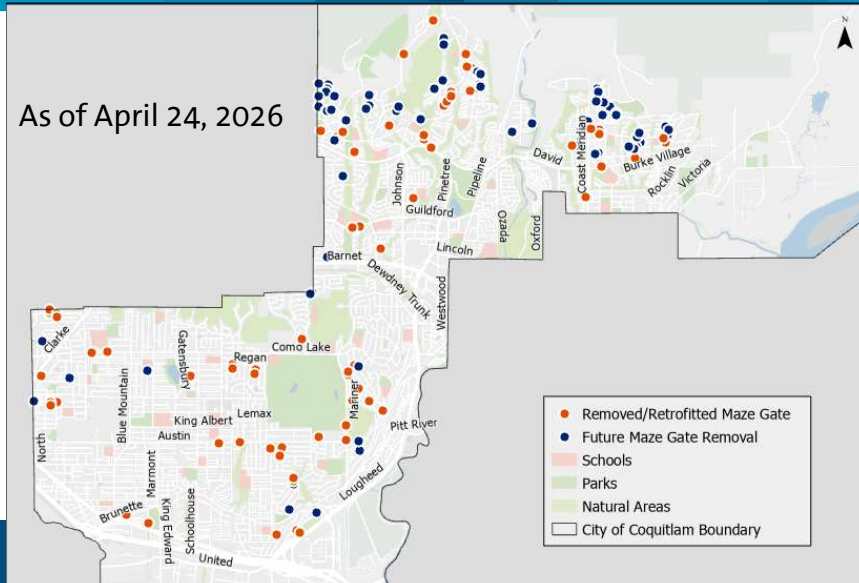


City of Coquitlam Accessibility & Inclusion Advisory Committee  
 May 12, 2026  
 CEDMS #6145466



## Baffle/Maze Gate Removals

As of April 24, 2026



# Range of Removal Treatments



Nothing Additional



Flexible Delineator



Rigid Bollard



Bed Sted Gate

# Range of Removal Treatments

## 887 Spence Ave

- (gates already removed) Install single centered **rigid bollard** 9m from curb

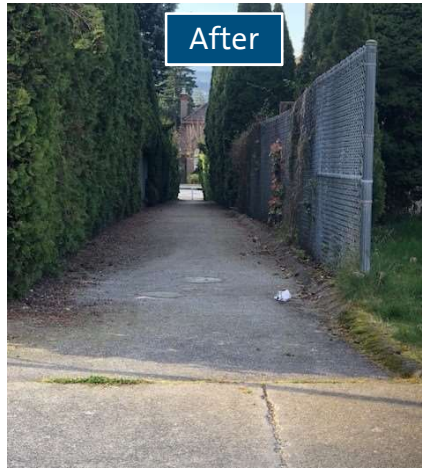
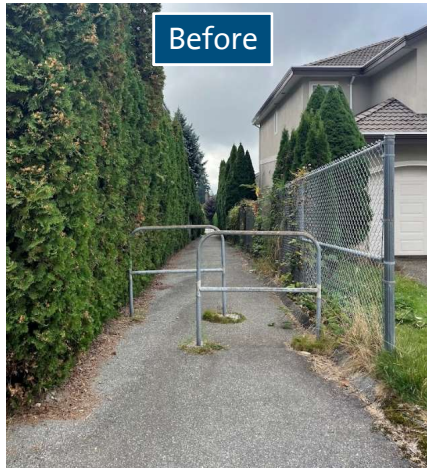


## 1408 Smith Ave (south side of path in alley)

- Remove maze gates (2) and patch
- Install single centered **rigid bollard** 2m from curb



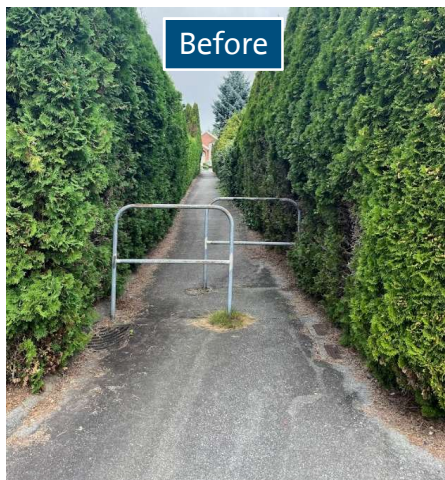
## Accessibility Spot Improvement: 3070 Timber Crt



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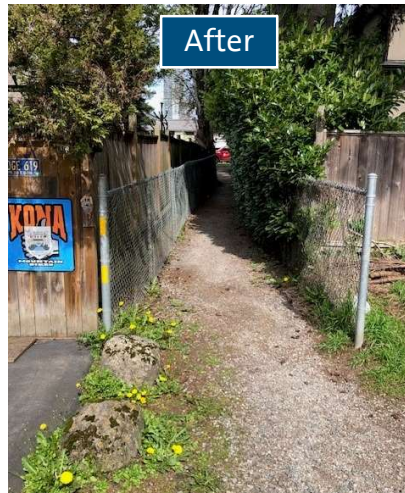
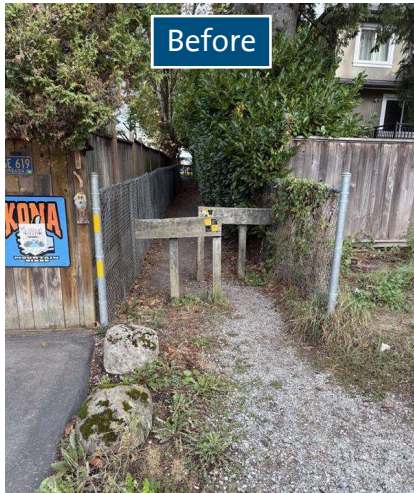
## Accessibility Spot Improvement: 3081 Yellowcedar Pl



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## Accessibility Spot Improvement: Webster Ave at 548 Ebert Ave



## Street & Traffic Bylaw Updated

- New definitions:
  - designated personal mobility device
  - protected cycle lane
  - cross ride markings
- Within cross rides people cycling or riding electric kick scooters or other personal mobility devices have the right of way over motor vehicles (23.7)
  - Removes legal grey area
  - Mirrors crosswalk for peds



## Street & Traffic Bylaw Updated

- People cycling (riding or skating) must yield to people walking on MUPs and in crosswalks
- Jaywalking – no longer defined by City (remains in MVA)



## Guildford Way Adjustments



**BC Hydro  
Vault  
Completed**

**Wave  
Extended**



# Guildford Way Adjustments



Extenders  
Installed



Thank you!