



# NOTICE OF MEETING AND AGENDA ACCESSIBILITY COMMITTEE

Monday, September 15, 2025, 10:00 AM  
Village Office, 495 Hot Springs Road,  
Harrison Hot Springs, BC V0M 1K0

**THIS MEETING WILL BE CONDUCTED IN-PERSON AND VIA ZOOM VIDEO CONFERENCE**

<b>1. CALL TO ORDER</b>
Meeting called to order by Councillor Facio, Chair.
<b>2. LAND ACKNOWLEDGMENT</b>
Acknowledgement of Sts'ailes traditional territory.
<b>3. INTRODUCTION OF LATE ITEMS</b>
<b>4. APPROVAL OF AGENDA</b>
<b>5. ADOPTION OF MINUTES</b>
(a) THAT the Accessibility Committee Meeting minutes of April 28, 2025 be adopted. <span style="float: right;">Page 1</span>
<b>6. ITEMS FOR DISCUSSION</b>
<p>(a) Disability Alliance BC Webinar – Effective Accessibility Committees</p> <p>(b) Accessibility Feedback</p> <ul style="list-style-type: none"> <li>• Spring Park Washroom</li> <li>• Water Access and Aquatic Chairs</li> <li>• Manhole Cover at Tourism Building</li> </ul> <p>(c) Local Community Accessibility Grant Progress Update</p> <p>(d) Annual Work Plan / Budget</p> <p>(e) Next Meeting Date: TBD</p>
<b>7. ADJOURNMENT</b>

Amanda Graham  
Corporate Officer



**VILLAGE OF HARRISON HOT SPRINGS**  
**Accessibility Committee Minutes**

**DATE:** Monday, April 28, 2025  
**TIME:** 10:00 a.m.  
**PLACE:** Council Chambers, Village Office  
495 Hot Springs Road, Harrison Hot Springs, BC

**COUNCIL PRESENT:** Councillor Leo Facio, Chair  
Sharon Chatenay  
Shell De Martin  
Stephanie Gallamore (via Zoom)  
Geraldine Mailhot

**STAFF PRESENT:** Christy Ovens, Community Services Manager  
Kalie Wiechmann, Communications & Community  
Engagement Coordinator  
Tyler Kafi, Corporate Clerk

**1. CALL TO ORDER**

Chair Facio called the meeting to order at 10:00 a.m.

**2. LAND ACKNOWLEDGEMENT**

Chair Facio acknowledged the traditional territory of Sts'ailes.

**3. INTRODUCTION OF LATE ITEMS**

None.

**4. APPROVAL OF THE AGENDA**

**Moved by Shell De Martin**  
**Seconded by Geraldine Mailhot**

THAT the agenda be approved.

**CARRIED**  
AC-2025-04-01

**5. ADOPTION OF MINUTES**

**Moved by Sharon Chatenay**  
**Seconded by Shell De Martin**

THAT the Accessibility Committee Meeting Minutes of December 11, 2024 be adopted.

**CARRIED**  
AC-2025-04-02

## 6. DELEGATIONS

None.

## 7. ITEMS FOR DISCUSSION

- (a) Report of Corporate Officer dated April 28, 2025  
Re: Council Procedure Bylaw No. 1216, 2025 and Updated Terms of Reference

The Community Services Manager reported on new regulations for committees set out in the new Council Procedure Bylaw No. 1216, 2025.

**Moved by Shell De Martin**  
**Seconded by Stephanie Gallamore**

THAT the updated Accessibility Terms of Reference be endorsed by the Committee and forwarded to Council for approval.

**CARRIED**  
AC-2025-04-03

- (b) Verbal Report of Community Services Manager  
Re: Village Washroom Inventory

The Community Services Manager provided an update on accessibility in washroom facilities. New information, a guide from a consultant and the points brought forward at the last Committee meeting were discussed. Additionally, these guidelines can be used going forward if the Village builds new or renovates existing washrooms.

The Community Services Manager added that the Village is going to do renovations on the boat launch washroom facilities and that there is funding from the previous Resort Municipality Initiative grant that can be used to fund some accessibility upgrades. She stated that accessibility upgrades to the washroom facilities may be an ongoing Committee item.

The Committee further discussed ideas regarding making the washroom facilities more accessible, including:

- Adding hooks
- Pull down shelves
- Discussing adding gender-neutral or family washrooms that are larger
- Portable washrooms
- Changing the signage on the Rendall Park washrooms to make them gender neutral to aid long waits.

Chair Facio provided a brief update on the Primary Care Centre renovations and accessibility design that is being implemented. The Committee further discussed transit and accessible healthcare for seniors.

(c) Verbal Report of Community Services Manager  
Re: Accessible Parking Stalls

The Community Services Manager spoke about accessible parking stalls. She is working with the Public Works Supervisor to address some of the changes the Committee discussed back in October.

The Committee discussed aisles next to accessible parking stalls. The Community Services Manager indicated that two spots will have aisles, one by the Memorial Hall, and another as a temporary measure in front of the Primary Care Centre.

Questions arose regarding the number of accessible spots. The Community Services Manager responded that when the parking study was completed, it was noted that the Village had enough accessible parking stalls; it has become more of a question of proper locations for the accessible parking spots. The Committee further discussed Council making the accessible parking free. It was noted accessible stalls in paid parking zones in other municipalities are typically not free of charge. Chair Facio spoke to paid parking revenue and everything it funds in the Village.

The Committee discussed bench placement. Questions arose around possibly placing more benches on Lillooet Avenue, Eagle Street and McCombs Drive. Memorial Benches could be used to offset costs.

(d) Accessibility Feedback

The Community Services Manager spoke to feedback staff has received regarding the timing of the pedestrian crossing at the Hot Springs Road/Lillooet Avenue streetlight. The length of the light is too short for some people to safely cross in time. The Community Services Manager advised that the streetlight belongs to the Ministry of Transportation's Infrastructure and she would reach out to them. The Committee further discussed alternate lighting patterns to help pedestrians crossing.

**8. ADJOURNMENT**

**Moved by Shell De Martin**  
**Seconded by Sharon Chatenay**

THAT the meeting be adjourned at 10:59 a.m.

**CARRIED**  
AC-2025-04-04

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Leo Facio, Chair  
Accessibility Committee

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Amanda Graham  
Corporate Officer