



ACCESSIBILITY COMMITTEE AGENDA

DATE: 2023.11.27

LOCATION: Council Chambers – City Hall

TIME: 4:15 p.m.

413 Fourth Street, Kaslo

1. **Call to Order**

2. **Adoption of the Agenda**

2.1 Adoption of the Agenda for the 2023.11.27 Accessibility Committee Meeting

3. **Adoption of the Minutes**

3.1 Adoption of the Minutes of the 2023.09.26 Accessibility Committee Meeting.

4. **Information Items**

4.1 2023.09.26 Accessibility Goals – Summary

5. **Question Period**

An opportunity for members of the public to ask questions or make comments relating to items on the agenda.

6. **Business**

6.1 **Updates to Accessibility Plan**

Committee feedback on latest version of the draft plan.

6.2 **Accessibility Grant Application**

Recommendation to Council: apply for grant funding.

6.3 **2024 Meeting Schedule**

Recommend establishing quarterly meeting schedule for 2024. Additional meetings can be added later.

7. **Late Items**

Consideration of any late items added to the agenda (resolution required).

8. **Next Meeting**

A meeting date should be set (otherwise the next meeting will be held at the call of the Chair).

9. **Adjournment**

DATE: 2023.09.26

LOCATION: Council Chambers – City Hall

TIME: 4:15 p.m.

413 Fourth Street, Kaslo

PRESENT:	Chair:	Mayor Hewat
	Members:	Councillor Leathwood, Lawna Bourassa, Cheryl King, Russell Semenoff
	Regrets:	Karin Fraser
	Staff:	CO Allaway
	Public:	0

1. Call to Order

We respect and recognize the First Nations within whose unceded lands the Village of Kaslo is situated, including the Ktunaxa, Sinixt, and Sylix People, and the Indigenous and Metis Residents of our community.

The meeting was called to order at 4:15 p.m.

2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2023.09.26 Accessibility Committee Meeting

Moved, seconded and CARRIED

THAT the Agenda for the 2023.09.26 Accessibility Committee meeting be adopted as presented.

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.08.15 Accessibility Committee Meeting.

Moved, seconded and CARRIED

THAT the Minutes for the 2023.08.15 Accessibility Committee meeting be adopted as presented.

4. Information Items

4.1 Suggestion List – Fraser 2023.08.27

4.2 Downtown Walkabout Summary

5. Question Period – Nil**6. Business****6.1 DRAFT Accessibility Plan**

To consider the content of the Accessibility Plan and recommend changes.

6.1.1 **Consultation Process** – *The Committee discussed obtaining feedback from a variety of groups or organizations.*

6.1.2 **Setting Priorities** – *The Committee discussed priority actions and timelines for completion.*

Moved, seconded and CARRIED

THAT the Committee recommend to Council that parking signage in the downtown core be reviewed and adjustments made to ensure visibility for approaching vehicles.

7. **Late Items** – Nil

8. **Next Meeting**

The next meeting is scheduled for Monday, November 27, 2023 at 4:15 p.m. in Council Chambers.

9. **Adjournment**

The meeting was adjourned at 5:39 p.m.

CERTIFIED CORRECT:

Corporate Officer

Chair Hewat





VILLAGE OF KASLO ACCESSIBILITY COMMITTEE

IDENTIFYING ACCESSIBILITY GOALS SEPTEMBER 26, 2023 SUMMARY OF DISCUSSION

Transportation

- Sidewalk repair or resurfacing, particularly along key routes
- Smooth (but not too steep) curb transitions, remove obstacles
- More curb-drops, aligned with crosswalks, not blocked by parking
- Options for scooters & electric wheelchairs/bikes
- Benches and street amenities that don't impede sidewalk/parking access
- Clearly designated wheelchair parking spaces in convenient locations
- Winter ice & snow as barriers
 - o Arrangements for absentee owners or closed businesses
 - o Increase service levels to clear walking paths in winter

Recreation

- Playground equipment and surfacing that are accessible for kids with disabilities
- Clear boundary fencing for the playground (helpful for care-givers)
- Lake access for individuals with mobility issues
 - o Wheelchair-friendly mobi-mat or similar for the beach
 - o Loading options at boat launch ramp or public wharf

Communications

- Greater awareness of accessibility issues (public education strategy)
- More options for hearing impaired individuals
- Wayfinding/route-finding signage that is easy to read
- Online mapping of accessible amenities
- Information is available in hard copy, using basic language (not just online)



Village of Kaslo

Accessibility Plan

1. Introduction

1.1 About the Village of Kaslo

The Village of Kaslo was established in 1898 and is the oldest incorporated community in the Kootenays. With a population of approximately 1000 residents, Kaslo is known for its heritage character, lively arts and culture community, and spectacular setting with amazing outdoor recreation opportunities.

1.2 Our Vision

Kaslo supports a full, productive, and meaningful life for all citizens through policies, services and programs that respect community values of inclusivity, diversity, accessibility, and sustainable development. Kaslo is a diverse, inclusive, and welcoming community that aspires to be a model for small, mountain communities across British Columbia and around the world.

2. Framework

2.1 Accessible British Columbia Act

The Accessible British Columbia Act (ABCA) received royal assent on June 17, 2021 and in 2022 the Accessible British Columbia Regulation came into effect. Municipal governments are among the types of organizations that must meet the accessibility requirements outlined in the provincial legislation, beginning September 1, 2023. In order to comply, the Village must establish:

- An accessibility committee
- An accessibility plan
- A tool to receive feedback on accessibility

2.2 Our Approach

The Village of Kaslo has established an Accessibility Committee and created Terms of Reference to guide the work of committee members. The Village has advertised for committee members and has adopted the framework for a draft plan. The draft plan has been posted to the Village's website, and feedback from the public is being gathered. The Accessibility Committee will review the draft plan and any comments on the plan that are submitted to the Village, make suggestions for additions and improvements, and present revisions to Council for consideration.

3. Accessibility Committee

3.1 Terms of Reference

The Terms of Reference for the Accessibility Committee were presented to Council at the 2023.07.25 Council Meeting and adopted at that time. As indicated in the Terms of Reference, the role of the committee is to advise Council about how to remove barriers that prevent individuals from accessing municipal facilities or services. In addition to the Mayor and another member of Council, there are 8 seats available for members of the public. Recognizing that not all committee members may be able to attend a given meeting, quorum has been set at just 4 members, at least one of whom must be a member of Council. Appointments are made for a four year term. Committee meetings are open to the public, and a schedule of meetings will be established annually.

3.2 Recruitment & Membership

Public notices calling for members were posted on the Village's website and bulletin boards, on Facebook, and in the July 24, 2023 edition of the Pennywise and the July 27, 2023 edition of the Valley Voice newspapers. As required by the provincial legislation, and reflected in the Terms of Reference, preference is given to individuals with a lived experience of disability (either a person with a disability, or someone who has worked with or cared for a person with a disability) or individuals who identify as indigenous. Expressions of interest were received from 3 residents and they, along with Mayor Hewat and Councillor Leathwood, were appointed to the Accessibility Committee at the 2023.08.08 Council Meeting, leaving 5 unfilled seats. Council appointed an additional member of the public at the 2023.08.22 Council Meeting, leaving 4 seats vacant. The opportunity remains posted on the Village's website.

4. Consultation

4.1 Process

The Accessibility Committee welcomes input from all residents and the draft plan is available on the Village's website, or in hard copy from City Hall. With the goal of reaching a broad audience, and including the perspectives of vulnerable or marginalized populations, the Committee has developed the following preliminary list of groups that can be invited to provide comments:

Interior Health Authority (care aides, physio) Kaslo Seniors Association Kaslo & District Public Library Association Kaslo Community Services Selkirk College Abbey Manor	RCMP & Emergency Services Periwinkle Day Care BC Transit drivers Operators of municipal facilities (Campground, Arena, Community Garden, KORTS, Kootenay Lake Historical Society/Visitor Info Centre)
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4.2.1 Key Themes

The key themes that have been identified by the Accessibility Committee are as follows:

TRANSPORTATION – What should be done to improve transportation options, particularly for individuals that are currently facing barriers?

RECREATION – What should be done to improve recreation options, particularly for individuals that are currently facing barriers?

COMMUNICATION – How should public information be shared, in order to meet the needs of all residents? How should awareness about accessibility matters be increased?

FACILITIES – What changes should be made to municipal buildings or facilities to make them more accessible to individuals with disabilities?

5. Feedback

5.1 How to Participate

The draft plan is available on the Village of Kaslo website, or in printed form from City Hall.

Members of the public are invited to provide their suggestions and feedback to the Village, either in written form (via mail, email, or hand delivery) or they may make a presentation to the Accessibility Committee. Written comments received regarding the plan will be provided to the Accessibility Committee for their consideration.

6. Barriers

6.1 Internal Review

A preliminary review of municipal practices and facilities was performed by staff in late summer 2023. The following barriers to accessing municipal services were identified:

- Many Village-owned buildings are old and do not meet current universal design specifications. For example, access to the top floor of City Hall is limited by the lack of an elevator.
- The Village's website does not meet accessibility standards
- Written material created by the Village of Kaslo does not meet plain language standards
- Print material created by the Village of Kaslo may not be accessible to people with visual impairments
- Village of Kaslo regulatory and/or wayfinding signage may not be legible to people with visual impairments
- Disabled parking spaces may not be clearly indicated
- Sidewalk encroachments may limit access for mobility impaired individuals

- Emergency plans may not address the needs of disabled populations

6.2 Committee Input

A walking tour of downtown Kaslo took place on August 29, 2023. Committee members identified the following barriers:

- Sidewalk congestion is a problem – amenities such as benches, garbage cans, signage, utility poles and fire hydrants, as well as vegetation, limit access for individuals with mobility impairments.
- Additional handicapped parking spaces are needed, near the bank as well as the grocery store/pharmacy. Parking spaces must be designed to allow an unobstructed exit for wheelchairs, with consideration given to curb height. Signage should face approaching traffic.
- Curb drops need to be aligned with the sidewalk and in some locations the slope needs to be reduced for easier access. Additional mid-block curb drops (and crosswalk) on Front Street would be helpful.
- Bench placements need to be reconsidered – they currently limit wheelchair passage along the Front Street sidewalk, interfere with exiting the parking space in front of the Seniors' Hall and are needed near the Post Office.
- Sidewalk and pavement condition upgrades are needed as mobility-impaired individuals struggle with cracks, gaps and holes. Removable mats should not be used because they can shift unexpectedly.
- Front Street Washrooms are accessible but the toilet paper dispenser is hard to reach and a slower door closure mechanism would allow more time to get through the doorway.

7. Priorities

7.1 Goals

[to be determined in consultation with the Accessibility Committee]

7.2 Action Plan

[to be determined in consultation with the Accessibility Committee]

8. Review

8.1 Monitoring

The Accessibility Committee will review feedback that the Village receives regarding the plan, and will report to Council whenever the need for updates or changes is identified.

8.2 Evaluating

The Village of Kaslo will conduct a review and evaluation of the accessibility plan every three years, following adoption of the plan. The plan will be updated as required, with the current version available on the Village's website.

From: [Anna Wijesinghe](#)
To: [Catherine Allaway](#); [Ian Dunlop \(CAO Kaslo\)](#)
Cc: [Mike Prescott](#)
Subject: Accessibility BC Act (ABCA)-Kaslo
Date: November 14, 2023 4:05:47 PM
Attachments: [image001.png](#)

Greetings Catherine, Ian and the Accessibility Committee,

Disability Alliance BC is reaching out to accessibility committees in British Columbia to make funds available to them for working on their accessibility plans. If you need a resource (or free up an internal resource) to help you with developing or reviewing your plan, we urge you to contact Mike Prescott to discuss:

Mike Prescott PhD, MA, MBA, BSc (he/him)
Project Manager, Accessible Organizations Project

604.679.3690
mike@disabilityalliancebc.org

Also, check out the Accessibility Hub (www.bcaccessibilityhub.ca) for the Accessibility Planning Toolkit, templates, and examples of other plans.

Note: Funding levels will depend on funding already received, the work that will be done with the funds and the number of Prescribed Organizations (about \$2,000 - \$5,000 per Prescribed Organization) that sit on your committee if you are a joint committee.

To ensure that we have connected with the right individuals, **please respond that you are the right contact for your committee.**

Cheers,
Anna

Anna Wijesinghe

Consultant, Accessible Organizations Project,
Disability Alliance BC
Email: anna@disabilityalliancebc.org
cell: 604-838-8357

Website: www.disabilityalliancebc.org



DABC is located on the unceded traditional lands of the x̱məθkwəy̱əm (Musqueam), Skwxwú7mesh (Squamish), and Seɬilwətaʔ/Selilwutlh (Tsleil-Waututh) peoples, now home to many diverse First Nations, Inuit and Métis people. Our work extends across the homelands of many diverse Indigenous peoples within the area we often call British Columbia. We honour the many territorial keepers of the lands. To find out whose land you are on you can visit: <https://native-land.ca>

