

2024

# District of Lantzville Accessibility Advisory Statutory Committee Plan



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## INTRODUCTION

Accessibility is a journey, not a destination. We know that the work to improve access for people with disabilities is crucial. We also acknowledge that our organization has much to learn.

Council is happy to have had the opportunity to create an Accessibility Advisory Statutory Committee for the community. Call for applications were placed in the Newspaper and the District's website asking for volunteers to help Lantzville represent their diverse abilities, ages and cultures. The District and Council are very grateful for the residents who have volunteered their time to help move Council's goals forward.

The Accessibility Advisory Committee will be a contact for the community to bring forward their ideas and concerns to help funnel these to Council with clear goals and objectives to create meaningful change. The Committee will provide environments that are accessible to ensure that people with disabilities can voice their opinions, be involved in decisions on an equal basis with others and be leaders in the community.

Council values good governance for the public while also managing growth of the community and respecting Lantzville's diverse character and charm. The Committee will also model Council's Values and their mission statement to provide consistency for the community.



## CONTACT INFORMATION

All community members are encouraged to attend the Accessibility Advisory Statutory Committee and give feedback through the District's email address [accessibility@lantzville.ca](mailto:accessibility@lantzville.ca) or in person. The Committee and Council commit to continuously updating and improving the current plan as posted.

The District office location is PO Box 100, 7192 Lantzville Road, Lantzville, BC V0R 2H0. The main office phone number is (250) 390-4006.

The Staff liaison responsible for aiding the Committee conduct business is the Director of Planning, George Robinson ( [grobinson@lantzville.ca](mailto:grobinson@lantzville.ca) ) and planning staff, Amanda Masse ( [planning@lantzville.ca](mailto:planning@lantzville.ca) ).

Questions about the agenda or process to be a delegation? Please contact the Director of Corporate Services, Delcy Wells ( [dwells@lantzville.ca](mailto:dwells@lantzville.ca) ).

Agendas and minutes will be available on the District of Lantzville website under Town Hall -> Council Meetings -> Agendas Videos and Minutes or by clicking [here](#).

Minutes of meetings are available for inspection at 7192 Lantzville Road during operational hours.

Terms of Reference for the Committee can be found on the District of Lantzville website under Town Hall - Committees & District Representative - Accessibility Planning or clicking [here](#). The Terms of Reference can be updated from time to time as decided by Council.

Council Committee System Policy can be found on the District of Lantzville website under Town Hall - Policies - 3000-12 Council System Policy – Approved February 18, 2018 or by clicking [here](#). The Policy can be updated from time to time as decided by Council



## DEFINITIONS

### “access”

A place that is easily reached, an environment that is easily navigated or a program or service that can easily be obtained.

### “accessibility”

The combination of aspects that influence a person's ability to function within an environment; Accessibility involves developing laws, standards, and practices that remove barriers and support persons with disabilities to live with dignity and to meaningfully participate in their own communities.

### “accessibility and inclusion lens”

A mechanism by which programs and services can be assessed to ensure that persons with disabilities have equal access to and equitable inclusion in programs and services.

### “accessibility plan”

A published document in accordance with Accessible BC Act legislation that describes plans to remove barriers in an organization.

### “accommodation”

The employer’s responsibility under the B.C. Human Rights Code to adapt the workplace to meet the needs of the individual employee.

### “barrier”

means anything—including anything physical, architectural, technological or attitudinal, anything that is based on information or communications or anything that is the result of a policy or a practice—that hinders the full and equal participation in society of persons with an impairment, including a physical, mental, intellectual, cognitive, learning, communication or sensory impairment or a functional limitation. Barriers can be caused by environments, attitudes, practices, policies, information, communications, or technologies, and can be affected by intersecting forms of discrimination.



## DEFINITIONS CONTINUED

### “barrier free”

Designed or planned to give access to persons with disabilities.

### “caption”

Captions convey not only the content of spoken dialogue, but also equivalents for non-dialogue audio information needed to understand the program content, including sound effects, music, laughter and speaker identification and location.

### “collaboration”

The recognition that people with disabilities are the experts on their own needs and experiences and that any work being done to support accessibility must be done in collaboration with them. People with disabilities are the most knowledgeable about accessibility and the most impacted by barriers to accessibility. Collaboration is key

### “disability”

Means any impairment, including a physical, mental, intellectual, cognitive, learning, communication or sensory impairment—or a functional limitation—whether permanent, temporary or episodic in nature, or evident or not, that, in interaction with a barrier, hinders a person’s full and equal participation in society.

### “diversity”

The measurable representation or presence of differences in lived experience and intersections of identities (e.g., race, sexuality, age, gender, ability) within a group. In the context of the Accessible BC Act, we understand diversity in reference to the range of disabilities in a community and the various intersecting identities that those communities have

### “equity”

A policy or practice of treating everyone fairly by; acknowledging each unique situation and person, accounting for the differences in each person’s starting point, ensuring equal opportunity, allocating the exact resources or support based on the need of the person that is required to reach an equal outcome

## DEFINITIONS CONTINUED

### “impairment”

An impairment can be a physical, sensory, mental, intellectual, or cognitive impairment - whether permanent, temporary, or episodic.

### “inclusion”

The act of recognizing, valuing and building on differences in identity, abilities, backgrounds, cultures, skills, experiences and perspectives while respecting human rights; An attitude and approach that embraces diversity and differences and promotes equal opportunities for all. Inclusion is not just about persons with disabilities. When our communities include and embrace everyone, we are ALL better able to reach our full potential.

### “inclusiveness”

The designation "inclusiveness" has a passive connotation meaning that although no effort is being put toward inclusion, no member of society is being specifically excluded. Not to be confused with "inclusivity," which means proactively planning for and seeking the inclusion of marginalized or minority groups.

### “Nothing Without Us”

A guiding principle used across the Government of Canada to communicate the message that no policy should be decided by a representative without the full and direct participation of the members of the group affected by that policy

### “participation restriction”

A problem that prevents an individual from fully engaging in everyday situations.

### “person with a disability”

A person with a partial or full reduction in the ability to perform an activity in a manner or within the range considered normal because of an impairment.

A person with disabilities is exposed to a handicap when barriers stand in the way of them achieving full autonomy and there aren't enough resources to overcome them.

The designation "handicapped person" has been replaced by "person with disabilities."

## DEFINITIONS CONTINUED

### “political inclusion”

Political inclusion refers to the right of all individuals to political participation and representation on an equal basis with others.

### “spread effect”

Spread effect refers to the fact that people assume that a person's disability negatively affects other senses, abilities or personality traits, or that the whole person is impaired.

### “standard on web accessibility”

A standard that ensures the uniform application of a high level of web accessibility across Government of Canada websites and web applications.

### “systemic barrier”

A pattern of behaviour, inherent in the policies and practices of an organization, which creates or perpetuates disadvantage for persons with disabilities.

### “tactile signage”

A system of raised pictograms, lettering and dome braille that provides information for visually impaired individuals.

### “tactile warning strip”

A device felt by a person's foot and designed to facilitate and secure the movement of visually impaired persons in areas with obstacles.

### “web content accessibility guidelines”

The Web Content Accessibility Guidelines defines how to make web content more accessible to persons with disabilities.



## COMMITTEE MEMBERS

The Committee consists of 7 members and is made up of a diverse group of individuals with Lantzville's best effort to include (to the extent possible based on applications):

- a member of Council to serve as Chair, appointed by the Mayor;
- at least half of the members are persons with disabilities or individuals who support, or are from organizations that support persons with disabilities;
- at least one member identifies as an Indigenous person; and
- persons from diverse cultures, backgrounds, ethnicities, sexual orientation or gender identity or individuals who support, or are from organizations that support, such persons.

## CURRENT APPOINTED MEMBERS

Current members of the Committee will be kept up to date on the District of Lantzville website [here](#).

## ACCESSIBLE BC ACT

The *Accessible BC Act* became law in June 2021. It aims to remove all types of barriers to accessibility for British Columbians with disabilities.

Currently, the *Accessible BC Act* applies to public sector organizations, including municipalities and police services. Organizations are required to establish an accessibility committee, such as the Accessibility Advisory Statutory Committee, develop an accessibility plan, and establish a process for receiving public feedback.

Accessibility plans must outline how organizations will identify, remove, and prevent barriers. It does not need to be complete or comprehensive. Rather, it is intended to be a developing and evolving plan. Organizations must review and update their plans every three years.

In the future, accessibility standards will be developed by the Provincial Accessibility Committee with more specific requirements. Standards are expected on employment, service delivery, built environment, information and communications, transportation, health, education, and procurement.

## COMPLIMENTARY LEGISLATION

The [Accessible BC Act](#) works with other BC laws on accessibility, employment, buildings, and municipalities.

The [Human Rights Code BC](#) prohibits discrimination based on numerous personal characteristics, including physical or mental disability. The [Human Rights Code BC](#) prevails over all other laws, including the [Accessible BC Act](#).

Other laws that apply to the District of Lantzville and may impact accessibility initiatives include:

- [Workers Compensation Act](#) (regarding WorkSafeBC)
- [Employment Standards Act](#)
- [Occupational Health and Safety Regulation](#)
- [Community Charter](#) (regarding municipalities)
- [BC Building Code](#)

## DRAFT PLAN AND OBJECTIVES

| OBJECTIVE   | ACTION  | IMPLEMENTATION  |
|---|---|---|
| Create opportunity for ongoing public feedback          | Created accessibility email address to track feedback from the community  | Implemented July 2024   |
| Created “Accessibility Planning” webpage                | Posted to public in 2023 and updated May 16, 2024   | Ongoing updates regarding provincial legislation and the Accessibility Plan   |
| List documents needing to become “readable”             | Update new PDF documents to be readable & train applicable staff  | Implement when plan adopted, staff training is completed in advance           |
| Review hiring processes for accessibility and inclusion | Create opportunities for those with diverse abilities to know they are welcome to apply at the District of Lantzville | Update hiring packages in 2025 to add language inclusive of diverse abilities |

| OBJECTIVE  | ACTION  | IMPLEMENTATION   |
|--|---|--|
| Update survey regarding accessibility  | Complete new survey for 2025 to be reviewed by Committee                      | Implement survey on website for 2025 and add to the Community Newsletter |
| Create an accessibility policy   | Review similar local government accessibility policies and align Lantzville's | Implement when priorities list generated by the Committee                |
| Awareness and Education materials to be made available on the District's website | Compile current educational documents and materials                           | Implement on website once approved by Committee and Council              |

## CONCLUSION

This plan captures the District's overall commitment to accessibility. As planning develops, there will be continual assessments and opportunities to reduce barriers to local government services. Our collective efforts will help improve social health and well-being in our community.