

Corporation of the Village of Cumberland

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Accessibility and Inclusion Select Committee Agenda March 21, 2022 at 3 p.m. Council Chamber, 2275 Dunsmuir Avenue

1. **Approval of Agenda**
2. **Adoption of Minutes: January 17, 2022** 1
3. **Unfinished Business**
 - 3.1 Welcome to new member
 - 3.2 Cumberland Business Association, Accessibility for Business 3
 - Response from CBA on invite to collaborate
 - plans to present to the CBA, presentation topics

Council resolution January 10, 2022:

THAT Council approve the strategy to encourage and support business owners to make businesses more accessible by endorsing the Accessibility and Inclusion Committee liaising with the Cumberland Business Association.

- 3.3 Committee member training
 - \$1500 annual budget
- 3.4 Public event to promote social equity and inclusion
 - \$2500 budget in 2022

Committee Terms of Reference

- 2.1 To promote social and political equity as follows:
 - (a) Identify barriers to social inclusion and accessibility and make recommendations as to how to remove these barriers;
 - (b) Identify best practices in other communities and make recommendations based on the findings to promote social and political equity;
 - (c) Participate in reviewing the Village of Cumberland's draft plans, policies and procedures to prevent the creation of barriers in the future;
 - (d) Draft a strategy for engaging with the community on issues relating to accessibility and inclusiveness;
 - (e) Work with Council to increase public awareness on issues related to accessibility and inclusion for all citizens

4. New Business

4.1 Committee Work Plan – review and update

5

Procedures and Administration

10. Each year by August, the Committee must develop and submit to Council a work plan and budget request for the following year.

2022 Budget

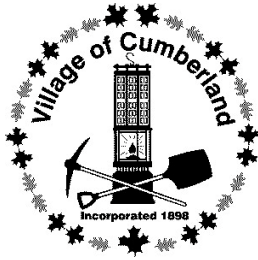
Project Description	Budget
Meeting costs	\$100 per year
Training for members	\$1500 per year
Public event to promote social equity and inclusion	\$2500 in 2022
Acc & Incl community strategy	\$2500 in 2023

5. Reports from committee members

6. Upcoming meetings: Third Monday every second month.

- May 16, 2022 at 3 p.m.

7. Adjournment



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Accessibility Select Committee
January 17, 2022 at 3 p.m.
Minutes

Members Present:

Judy Norbury
Jaye Mathieu
Brenda Lenahan
Rhianna Walz
Vickey Brown, Councillor

Staff:

Rachel Parker, Corporate Officer

Regrets: Trond Halle

Ms. Norbury called the meeting to order at 3:00 p.m.

1. **Approval of Agenda:** Approved
2. **Adoption of Minutes:** September 20, 2021. Approved.
3. **Unfinished Business**
 - 3.1 Cumberland Business Association, Accessibility for Business
 - Rachel to send letter to CBA
 - Include employment resources, and funding opportunities for businesses
 - 3.2 Recruitment for New Members: Applications to be considered by Council
 - 3.3 Public event to promote social equity and inclusion
 - \$2500 budget in 2022
 - Discussion on reaching out to org that did workshop for Immigrant Welcome Centre for training, exploring resources and stats,
 - Opportunity to community members to identify barriers and brainstorm, identify good things too, sharing stories
 - Aim for September date for event
 - Aim is public education on inclusion, potentially two hour session, cultural barriers,
 - Identify takeaways and core things to communicate: recognize racism and bullying in community, community awareness, exploring implicit bias, privilege
 - Discussion on the focus audience and children. Suggested to invite school rep. Send invitations to SD, CBA, CCSS,
 - Community board for stickies,

4. New Business

4.1 Committee Work Plan – review

5. Reports from committee members

- Regional Committee: consulted on renovations to art gallery washroom, new members, coordinated by Social Planning Network
- Update on new Cumberland childcare centre

6. Upcoming meetings: Third Monday every second month.

- March 21, 2022 at 3 p.m.

7. Adjournment: 4:20 p.m.

Rachel Parker

From: Cumberland Business Association <lovecumberland@gmail.com>
Sent: March 2, 2022 3:06 PM
To: Rachel Parker
Cc: Ellian Bell; Kirsten Werner
Subject: Re: Accessibility and Inclusion for Businesses

Thank you for your email Rachel! I am so excited for this opportunity. Our board will be meeting in the coming days to do our strategic planning for the year, so this is perfect timing. We can be in touch after we meet to discuss how to best go about this with the A&I Committee.

Be well,
Laurel
Secretary for the CBA



www.lovecumberland.com

Cumberland Business Association

On Tue, Mar 1, 2022 at 11:37 AM Rachel Parker <rparker@cumberland.ca> wrote:

Hello CBA,

I have attached a letter to the CBA from the Village's Accessibility and Inclusion Committee inviting the CBA to share information and work together on accessibility and inclusion for businesses. The Village's brochure "A Guide to Inclusion and Accessibility for Businesses" is also attached.

Thank you,

Rachel

Rachel Parker, Corporate Officer

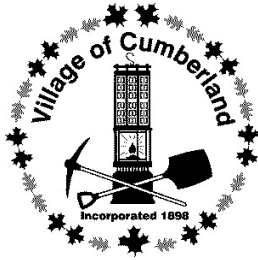
Village of Cumberland

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File No. 0540-20
March 2022

Accessibility and Inclusion Committee - Work Plan

	Approved Task	Status	Next Steps
1.	To make recommendations to Council on a strategy to encourage and support owners of existing public and commercial buildings in making accessibility improvements to the built environment and to create environments that are inclusive to all community members.	In progress	<ol style="list-style-type: none"> 1. Distribution by mail through business licence data – Completed 2019 2. hand deliver to downtown businesses – completed 2019 3. Recognize accessibility improvements at 2019 June Accessibility Day 4. Liaise with business community through CBA and Ec Dev Coordinator
2.	Review of community event manual with recommendations to make events more accessible; and outreach with special event coordinators.	In progress	<ol style="list-style-type: none"> 1. Review Community Event Manual - completed 2. Make recommendations for staff review – completed 3. Outreach with event coordinators spring 2020 once new manual available – delayed by COVID restrictions
3.	Consult with emergency planning staff on accessibility and inclusion and provide resources on emergency preparedness.	Complete	<ol style="list-style-type: none"> 1. Met with regional emergency support services: Sep 24 2018 2. April 15 2019 tour of emergency reception centres: CRI & CC 3. Provided communication boards to CVEP ESS in 2019
4.	<p>Explore and investigate accessible tourism, and parks and trails mapping</p> <p><i>The Facility and Infrastructure Accessibility Review</i> recommendations:</p> <p>a) Continue to identify two or three potential pilot sites to help</p>	In progress	<ul style="list-style-type: none"> • Rick Hansen rating complete for South Colliery Trails and Chinatown Walking tour • Trails Coordinator to undertake adaptive MTB trail assessment and feasibility – 2018: An a-MTB trail requires a specific type of terrain that may not exist on Village property and may impact CCF covenant. For private

	<p>to expand the current network of accessible trails</p> <p>b) Consider developing trail profiles similar to the approach adopted by the Capital Regional District and make this information available at the local tourist office.</p>		<p>land, UROC would need capacity to be partner.</p> <p>Committee discussion:</p> <ul style="list-style-type: none"> • \$15,000 budget grant funding in 2020 for general tourism accessibility mapping/web portal? • Committee preliminary assessment/inventory team • Committee input into deliverables for RFP for mapping/web portal project • grant opportunities for Village Park, • updating signage for Village trails, mapping and brochure; • Trail Forks website update, apps and online mapping; • pursue grant funding for words and graphics
5.	Recognize businesses and community members who are engaging in efforts to make Cumberland a more inclusive and accessible place to live and visit.		<ul style="list-style-type: none"> •
6.	Monitor and support recommendations of the 2016 Facility and Infrastructure Review		
7.	To promote social and political equity as follows:		
(a)	Identify barriers to social inclusion and accessibility and make recommendations as to how to remove these barriers;		
(b)	Identify best practices in other communities and make recommendations based on the findings to promote social and political equity;		
(c)	Participate in reviewing the Village of Cumberland's draft plans, policies and procedures to prevent the creation of barriers in the future;		

(d)	Draft a strategy for engaging with the community on issues relating to accessibility and inclusiveness;		
(e)	Work with Council to increase public awareness on issues related to accessibility and inclusion for all citizen		

New recommendations from Committee

		ToR	
	Review of Official Community Plan development permit guidelines related to accessibility – budgeted for 2021		
July 2018	Recommendations for inclusive and accessible playground equipment and grants		
	Presentation to Comox Valley Development and Construction Association	Y	Ec Dev coordinator support
	SAFERhomes program & encouraging developers to build to universal or universal-ready standards; Review of Official Community Plan development permit guidelines related to accessibility		Recommended to 2019 budget Not supported by staff as value for cost Not approved by Council
September 5 2018	Lake Park beach mats (and wheelchair), and reserved parking		Refer to Rec Mgr – check Goose Spit Wait for grant opportunity
	Update 2016 Facility Review /additional Rick Hansen Rating		budget
	Adaptive mountain biking – trail assessment and construction		
	An event like what the original ec dev committee did. It would be for information gathering and we could have stations related to the various things in cumberland... I.e parks, businesses, parking and roads, camping, etc. and people could come and identify accessible goals or feedback for those issues. Then from there we could generate the results. It could help us with our terms of reference too. To make it more fun, we could serve food and beverages, and maybe have a speaker of some sort		

Nov 2018	Access Awareness messages on Facebook		
March 2019	Snow loading in accessible parking spots: include awareness in 2019 Snow and Ice Control message to businesses to clear way from parking spaces for people with disabilities.		Rachel – PW will clear reserved parking spaces as resources and conditions allow
March 2019	Benches in downtown core: Explore bench placement in front of post office and medical clinic, potentially with Rotary.		
April 2019	Identify grant opportunities for accessibility projects, and prepare application wording and budgets		
May 2019	Age-Friendly Community project through summer 2019		