

ADMINISTRATIVE REPORT TO COUNCIL  
ON  
**ACCESSIBILITY ENGAGEMENT GROUP**

---

PURPOSE

The purpose of this report is to provide Council with an update on the establishment of an Accessibility Engagement Group to assist in developing the City of Kamloops Accessibility Plan, as mandated by and in support of the *Accessible BC Act*.

COUNCIL STRATEGIC PLAN

This report supports Council's strategic priorities and areas of focus regarding:

- **Governance and Accountability**
  - Community Engagement: We are committed to engaging and connecting with Kamloops residents and stakeholders.
  - External Relationships: We understand the importance of maintaining and improving key relationships.
- **Livability**
  - Inclusivity: We are committed to supporting inclusivity, diversity, and accessibility in our community.
- **Environmental Leadership**
  - Transportation: We facilitate sustainable transportation options and create community connectivity.

SUMMARY

The City has made equity, diversity, and inclusion a priority and has a goal being one of the most accessible, inclusive cities in Canada. In conjunction with our commitment to diversity and other equity-seeking communities, we will ensure the City meets or exceeds the requirements of the *Accessible BC Act*.

According to the April 14, 2022, Order of the Lieutenant Governor in Council and the *Accessible BC Act*, effective September 1, 2023, municipalities are required to establish an accessibility advisory committee. There are two mandatory requirements for establishing the committee:

- at least half of the members should identify as persons with disabilities or represent disability-serving organizations
- the committee should have Indigenous representation

**RECOMMENDATION:**

**That Council support:**

- a) **the Terms of Reference for the non-statutory Accessibility Engagement Group. (Attachment A)**

**SUPPORTING COUNCIL AND CORPORATE DIRECTION**

There is no applicable information.

**DISCUSSION**

The Accessibility Engagement Group will help identify and develop recommendations to prevent and eliminate barriers to people with disabilities in municipal services and programs, built environment, transportation, and employment. The committee will play a pivotal role in helping the City become an accessible community and meet its obligations under the *Accessible BC Act*.

The *Accessible BC Act* states that 50% of the accessibility advisory committee must be persons with disabilities and must include Indigenous representation—members will be invited to self-disclose if they are someone with a visible or invisible disability.

The City's current Accessibility and Inclusion Plan was developed in 2018 in consultation with the community. Since that time, provincial legislation has come about that mandates a new process with new requirements. The City of Kamloops internal Accessibility Working Group has conducted a review of the work the City has engaged in to address the action items in the 2018 Accessibility and Inclusion Plan. The 2018 Plan will be referenced as we develop our new accessibility plan.

The Accessibility Engagement Group will report up to the Community and Protective Services Committee.

**FINANCIAL IMPLICATIONS**

The City's Equity, Diversity, and Inclusion portfolio has an assigned budget of \$40,000 per year, which will support the work outlined in this report.

**PERSONNEL IMPLICATIONS**

The City has an internal, cross-departmental Accessibility Working Group, and its co-chairs will coordinate and liaise with the new Accessibility Engagement Group which will report to the Community and Protective Services Committee.

**SOCIAL IMPLICATIONS**

The City's goal is to be among the most progressive cities in Canada for people with disabilities—a place where disabilities are not barriers to living full lives and contributing to the community. We will work collaboratively with the community to develop a plan that will continue to move Kamloops forward as an accessible and inclusive city. This will involve finding the right

*Our corporate mission is...*

**MAKING KAMLOOPS SHINE**

balance between providing supports to take care of daily needs while encouraging the greatest level of independence possible.

We will borrow the notion of “nothing about us without us” from the persons with disabilities community as we work together to address barriers to inclusion and accessibility.

### IMPLEMENTATION PLAN

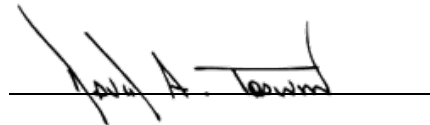
The City’s internal Accessibility Working Group is identifying action items to align with *Accessible BC Act* requirements. The group’s co-chairs will meet with the new Accessibility Engagement Group to establish the committee’s goals and timelines, as outlined in the *Accessible BC Act* implementation plan.

### COMMUNICATIONS PLAN

With the support of the Communications team, the Accessibility Working Group will issue a call for Accessibility Engagement Group members and directly approach organizations that work with persons with disabilities for participation on the Engagement Group.



B. J. McCorkell  
Community and Protective  
Services Director



Author: T. Mackie, MA, Equity, Diversity, and  
Inclusion Coordinator

Reviewed by: K. Rodrigue, Acting Communications  
Manager

B. Berger, Recreation, Social Development  
& Culture Manager

Approved for Council

TM/ap



## ACCESSIBILITY ENGAGEMENT GROUP TERMS OF REFERENCE

### 1. DEFINITIONS

#### 1.1 In these Terms of Reference:

- a) “*Community Charter*” means the *Community Charter*, SBC 2003, c.26, as amended from time to time.
- b) “Council” means the municipal Council for the City of Kamloops.
- c) “Director” means the person duly appointed from time to time as the Community and Protective Services Director and any person delegated to assist in carrying out their duties under these Terms of Reference.
- d) “Standing Committee” means the Community Protective Services Committee.
- e) “Working Group” means the internal City of Kamloops Accessibility Working Group.

### 2. ESTABLISHMENT

- 2.1 The Accessibility Engagement Group is established as a non-statutory body to assist and support the Working Group as of March 14, 2023.

### 3. PARTICIPANTS

- 3.1 The Accessibility Engagement Group is an engagement and subcommittee group consisting of City staff and representatives from the community with at least half the members identifying as persons with disabilities or representing organizations that provide services or programs to them.
- 3.2 50 per cent of the Group must be persons with disabilities or organizations that provide services or programs to them.
- 3.3 There is a requirement to have Indigenous representation within the Group

### 4. ROLE AND RESPONSIBILITIES

- 4.1 The Accessibility Engagement Group is to assist and support the Working Group by, among other things:
  - a) providing input and feedback for the Working Group’s activities
  - b) identifying opportunities to remove barriers to accessibility at the City of Kamloops
  - c) providing input into the City’s new Accessibility Plan

- 4.2 The Accessibility Engagement Group will provide assistance and report to the Community Protective Services Committee on any matter falling within its mandate, as and when requested.
- 4.3 The Accessibility Engagement Group does not have any delegated authority of Council or the Standing Committee, authority to speak on behalf of Council or the Standing Committee, or power to authorize any actions on behalf of Council or the Standing Committee.
- 4.4 Being a non-statutory body without delegated authority, no action of the Accessibility Engagement Group will be binding on the City, unless Council specifically approves the action.
- 4.5 The Accessibility Engagement Group, in carrying out its role and responsibilities, must do so in accordance with all applicable federal and provincial laws as well as City bylaws, policies, and procedures.

## 5. MEETINGS

- 5.1 The Director is responsible for scheduling the meetings of the Accessibility Engagement Group and coordinating attendees. The Accessibility Engagement Group shall meet, at a minimum, four (4) times per calendar year or on an as-needed basis.
- 5.2 Members of the internal Accessibility Working Group will be considered liaisons to the Accessibility Engagement Group and may attend its meetings.
- 5.3 The Director will assign a staff person to record a summary of any topical discussion points raised at a meeting, as and when needed. Meeting summaries will be forwarded to the Community and Protective Services Committee.
- 5.4 The Accessibility Engagement Group will appoint a Chairperson annually to be in charge of the scheduled meetings.