

---

2025

---



---

FRUITVALE | MONTROSE | WARFIELD

# ACCESSIBILITY PLAN

## 2025-2028

---

---

## Table of Contents

<a href="#">Table of Contents</a>	<a href="#">2</a>
<a href="#">Introduction</a>	<a href="#">4</a>
<a href="#">Our Accessibility Story</a>	<a href="#">7</a>
<a href="#">Mayor's Message</a>	<a href="#">10</a>
<a href="#">Message from the Accessibility Committee</a>	<a href="#">11</a>
<a href="#">Acknowledgements</a>	<a href="#">12</a>
<a href="#">Definitions</a>	<a href="#">13</a>
<a href="#">Principles in The Act</a>	<a href="#">14</a>
<a href="#">Framework Guiding Our Work</a>	<a href="#">15</a>
<a href="#">Our Accessibility Committee</a>	<a href="#">18</a>
<a href="#">Appointment Process:</a>	<a href="#">18</a>
<a href="#">Scope and Purpose:</a>	<a href="#">19</a>
<a href="#">Engagement With Feedback Mechanism:</a>	<a href="#">19</a>
<a href="#">Importance Of Internal Staff:</a>	<a href="#">20</a>
<a href="#">Responsibilities</a>	<a href="#">21</a>
<a href="#">Consultations Conducted</a>	<a href="#">22</a>
<a href="#">Public Feedback</a>	<a href="#">23</a>
<a href="#">Barriers Identified</a>	<a href="#">24</a>
<a href="#">What We Found</a>	<a href="#">24</a>
<a href="#">What We Heard</a>	<a href="#">26</a>
<a href="#">Actions Taken</a>	<a href="#">27</a>
<a href="#">Our Plan</a>	<a href="#">28</a>
<a href="#">Priority #1:</a>	<a href="#">28</a>
<a href="#">Priority #2:</a>	<a href="#">28</a>
<a href="#">Priority #3:</a>	<a href="#">28</a>
<a href="#">Detailed Actions</a>	<a href="#">29</a>
<a href="#">Table 1: Architecture and the Built Environment</a>	<a href="#">29</a>
<a href="#">Table 2: Education, Awareness &amp; Attitudes</a>	<a href="#">34</a>
<a href="#">Table 3: Transportation</a>	<a href="#">36</a>
<a href="#">Table 4: Service Delivery</a>	<a href="#">37</a>
<a href="#">Table 5 : Technology</a>	<a href="#">40</a>
<a href="#">Table 6: Communication</a>	<a href="#">41</a>
<a href="#">Table 7: Employment</a>	<a href="#">42</a>
<a href="#">Table 8: Procurement of Goods &amp; Services</a>	<a href="#">43</a>
<a href="#">Table 9: Housing &amp; Aging in Place</a>	<a href="#">44</a>
<a href="#">Table 10: Emergency Planning</a>	<a href="#">44</a>

---

<a href="#">Monitoring &amp; Evaluation</a>	45
<a href="#">Conclusion</a>	46
<a href="#">How To Give Us Feedback</a>	47
<a href="#">Provincial Feedback Mechanism</a>	48
<a href="#">Accessibility Directorate</a>	48
<a href="#">APPENDIX</a>	49
<a href="#">APPENDIX 1 - Terms Of Reference</a>	49
<a href="#">APPENDIX 2 - Community Survey Results 2023</a>	55
<a href="#">APPENDIX 2 - Continued</a>	56
<a href="#">APPENDIX 3 - Research</a>	59
<a href="#">APPENDIX 4 - Education - Optional Resources</a>	60
<a href="#">APPENDIX 5 - Local Disability Serving Organizations and Groups</a>	63
<a href="#">APPENDIX 6 - Grant Opportunities</a>	65
<a href="#">APPENDIX 7 - Resources</a>	66

---

## Introduction

Welcome to the collaborative effort of Fruitvale, Montrose, and Warfield as we embark on a journey toward creating inclusive and accessible communities. Our municipal mandates align, as we are united by a shared commitment to fulfilling the requirements of the Accessible BC Act, Part 3. As integral parts of the public sector, our three villages are working together to enhance accessibility and remove barriers for all current and future residents.

---

## Our Vision:

Our vision is to foster communities where every individual, regardless of ability, can fully participate and thrive. By consolidating our resources and engaging community members, we aim to create a more accessible and welcoming environment for everyone who calls Fruitvale, Montrose, or Warfield home.



## The Collaborative Spirit:

Recognizing the strength in unity, our collaboration is founded on a spirit of cooperation and shared responsibility. On the traditional and unceded territory of the Syilx, Secwepemc, Sinixt, and Ktunaxa Peoples, home of the South Kootenay Metis, Fruitvale, Montrose, and Warfield are bound by proximity, shared values, and a collective understanding that by working together, we can achieve more than any one village can on its own.

---

## **Accessible BC Act, Part III:**

As part of the public sector, we are dedicated to fulfilling the requirements outlined in the Accessible BC Act, Part III. This legislation underscores our commitment to identifying, preventing, and removing barriers that may hinder accessibility for individuals with disabilities. By doing so, we are not only complying with legal obligations, but are also actively contributing to the creation of a more inclusive society.

## **Engaging Our Communities:**

The key to our success is the active involvement of community members. Their insights, experiences, and perspectives are invaluable as we shape our accessibility plan. Together, we can ensure that our initiatives reflect the diverse needs of our villages, fostering an environment where everyone feels heard and represented.

As the paradigm of accessibility is shifted from an annual mandate to a progressively innovative and inclusive mindset, the journey toward accessibility is ongoing, and we are excited about the positive impact we can collectively make. Through continuous collaboration, open communication, evaluation and a dedication to inclusion, we aim to build communities that stand as beacons of accessibility for the benefit and inclusion of all.

Thank you for being part of this important endeavour. Together, we are creating a future where accessibility is not just a goal, but a lived reality.

---

## **Our Accessibility Story**

In acknowledging the value of collaboration within our closely-knit communities of Fruitvale, Montrose, and Warfield, our commitment to accessibility extends beyond mere compliance. The shared history of these villages, characterised by a smaller population and limited resources, has underscored the challenges faced by ageing individuals and those with disabilities who seek to thrive within our communities. Historically, there has been a lack of awareness and prioritisation of accessibility concerns, resulting in missed opportunities for individuals to fully participate in and benefit from community life.

Before the recent introduction of accessibility legislation, the awareness of accessibility needs in our municipalities was limited and the prioritisation of initiatives to address these challenges was minimal. The historical context reveals that individuals ageing and those with disabilities faced barriers in accessing services and fully participating in community activities. Understanding the impact of these historical limitations on accessibility awareness, we are collectively committed to fostering an environment where residents and visitors alike can access and enjoy the broad range of services our villages have to offer.

---

Collaboratively, our three villages are undertaking initiatives to enhance accessibility, not only as a legal obligation but as a collective vision to rectify historical oversights, creating welcoming and inclusive communities for everyone.

**Fruitvale**, with its roots tracing back to its incorporation in 1952, emerged as a new subdivision of Beaver Siding, one of the original stations along the Nelson and Fort Sheppard Railway. Renowned for its access to diverse sports and recreational activities, including hockey, curling, golf, soccer, and baseball, it is a community that cherishes its vibrant sporting culture. However, the lack of politically historical awareness and prioritisation of accessibility needs underscores the importance of our collaborative efforts today.

**Montrose**, a small settlement incorporated in 1956, lies just outside Trail, BC, with most of its residents commuting for work. Despite its modest size, Montrose boasts a unique 4 km loop hiking trail named the Antenna Trail, offering breathtaking views of both the Beaver and Columbia Valleys. With one gas station/convenience store and a restaurant, Montrose embodies the tranquillity and natural beauty that characterises the region. Yet, the historical oversight of accessibility issues necessitates our collective commitment to addressing and rectifying these challenges.



---

**Warfield**, incorporated in 1952, is a community intricately connected to the industrial history of Trail BC, built around the smelter that saw the Canadian Pacific Railway open a station here in 1896. Named after a prominent figure linked to the smelter's establishment, Warfield is home to several parks, including Dickens Street Park, Byron Ave. Park, Muzzin Park, an outdoor public pool, a preschool and an elementary school. The community thrives on its industrial history and commitment to providing recreational spaces for its residents. However, the lack of historical emphasis on accessibility considerations emphasises the need for our collaborative initiatives to create a more inclusive and accessible community.

---

## Mayor's Message

"We as Mayors of the three Communities collaborating to build an accessibility plan, fully support the development of a plan that contributes to a more inclusive society for all of our residents regardless of ability. We are dedicated to identifying, preventing, and removing barriers that may hinder individuals with disabilities.

The key to success is the involvement of Community members, their lived experience, and perspectives will shape our accessibility plan which will help each of our Villages become more open and inclusive for people of all ages and abilities.

The measure of a successful plan will be the fostering of a culture where accessibility is a lens we each use to ensure everyone is able to fully participate in Community activities going forward.

We would like to thank the volunteers from each Community for stepping up to take part on this collaborative three Community Committee".

Sincerely,

Steve Morissette, Mayor of Fruitvale

Mike Walsh, Mayor of Montrose

Frank Marino, Mayor of Warfield

---

## Message from the Accessibility Committee

The Montrose Warfield and Fruitvale Intermunicipal Accessibility Committee combine their lived experience, intellectual efforts and resources in a collaborative approach in order to create a diverse, comprehensive and sustainable Accessibility Plan. In collaborating on the Plan, the Committee considered expert advice, community member input and their own diverse lived experiences, all of which were foundational to our shared goals and values.

We hope it will serve as a foundation for our communities to be places where people of all abilities can live, work, and play, ensuring accessibility and enjoyment for current and future generations. Our goal is to foster shared environments that enable everyone, regardless of their circumstances or duration of need, to thrive and fully participate in life. By working together, we can build accessible, inclusive communities for generations to come, for all who may choose to call our beautiful Villages home.

We thank all those involved in the completion of this work, including Mayors, volunteers, consultants, municipal staff, and especially our community members for their survey participation and trust in us.

It is with great honor and humility that we have served on the Intermunicipal Accessibility Committee to create the inaugural Accessibility Plan for our cherished municipalities of Fruitvale, Montrose and Warfield.

Sincerely,

Miruna-Maria Litcanu - Chair

---

## Acknowledgements

Thank you to the Chief Administrative Officers of Fruitvale, Montrose and Warfield for aligning in this cause and for their time and efforts in working together in the formation of the inter-municipal accessibility advisory committee.

Thank you to all of the applicants who showed interest in the establishment of this important committee. We hope to keep them up to date and informed on the Accessibility Committee meetings and action items and hope that you will share your opinions and experiences with us through our established feedback mechanisms (page 47).

It is worth mentioning Warfield's Corporate Officer who held the lead on coordination of all internal bodies and ensuring all the policies and procedures required in fulfilment of the Accessible BC Act, Part III are upheld.

---

## Definitions

**PWD** - persons with disabilities

As defined in the *Accessible British Columbia Act*:

**“Barrier”** is anything that hinders the full participation in society of a person with an impairment. Barriers can be caused by the environment, attitudes, practices, policies, information, communications or technologies and can be affected by intersecting forms of discrimination.

**“Disability”** means an inability to participate fully and equally in society as a result of the interaction of an impairment or barrier.

**“Impairment”** includes a physical, sensory, mental, intellectual or cognitive difference from what society has termed ‘normal’, whether permanent, temporary, or episodic.

*See more definitions in Appendix 3 - Research.*

---

## Principles in *The Act*

Inclusion	All British Columbians, including persons with disabilities, should be able to participate fully and equally in their communities.
Adaptability	Accessibility plans should reflect that disability and accessibility are evolving concepts that change as services, technology, and attitudes evolve.
Diversity	Every person is unique. People with disabilities are individuals with varied backgrounds. Individual characteristics including race, gender, sexual orientation, religion, and lived experience greatly inform the experiences of individuals. Accessibility plans should acknowledge the principle of intersectionality and the diversity within the disability community.
Collaboration	Promoting accessible communities is a shared responsibility and everyone has a role to play. Accessibility plans should create opportunities for organisations and communities to work together to promote access and inclusion.
Self-determination	Accessibility plans should seek to empower people with disabilities to make their own choices and pursue the lives they wish to live.
Universal Design	The Centre for Excellence in Universal Design, defines Universal Design as “the design and composition of an environment so that it can be accessed, understood, and used to the greatest extent possible by all people regardless of their age, size, ability or disability.” An accessibility plan should be designed to meet the needs of all people who wish to interact with the Municipality.

---

## Framework Guiding Our Work

### OUR SHARED VISION

*Our vision is a powerful one – to foster communities where every individual, regardless of ability, can fully participate and thrive.*

The framework guiding our accessibility initiatives in Fruitvale, Montrose, and Warfield is rooted in the 8 Standards outlined in the **Accessible British Columbia Act**, [ABCA] 2021,

1. Health and education
2. The built environment
3. Employment
4. Information and communication technologies
5. Communication
6. The procurement of goods, services and facilities
7. Design and delivery of programs and services
8. Transportation

---

And in the principles also outlined in the **Accessible British Columbia Act**, [ABCA] 2021. We are committed to fostering:

- **Inclusion:** Creating communities that are open and accessible to everyone, regardless of ability.
- **Adaptability:** Embracing flexibility and innovation to address the diverse needs of our residents.
- **Diversity:** Recognizing and celebrating the unique strengths and perspectives of all community members.
- **Collaboration:** Working together, both internally and externally, to maximise resources and expertise.
- **Self-determination:** Empowering individuals to make choices that enhance their own accessibility and well-being.
- **Universal Design:** Integrating design principles that make our environments accessible to the widest range of individuals possible.

The ABCA regulations identify municipalities as accessible organisations and as such will be required to have the following:

1. An accessibility advisory committee;
2. An accessibility plan; and
3. A tool to receive feedback on accessibility.



---

Our framework is further shaped by a comprehensive understanding and adherence to other relevant legislation, including:

- **Human Rights Code of BC and Canada:** Ensuring that our accessibility initiatives align with the principles of non-discrimination, promoting equal opportunities, and accommodating the diverse needs of our community members.
- **BC Building Code:** Complying with building standards that prioritise accessibility, making our physical infrastructure inclusive for everyone.
- **Accessible Canada Act:** Aligning our efforts with National accessibility standards to create consistent and inclusive practices.

Our framework will intentionally integrate seamlessly with existing strategic plans, ensuring a cohesive and holistic approach to accessibility. By aligning with broader community goals, economic development plans, and environmental sustainability initiatives, our accessibility framework becomes an integral part of the overall vision for our villages.

At the heart of our framework is a strong commitment to service excellence. We pledge to provide accessible and equitable services to all residents and visitors. This commitment extends to continuous improvement, transparency, and accountability in our initiatives. By prioritising accessibility in our service delivery, we aim to create communities where everyone can fully participate in and benefit from the services we offer.

---

In time, through this comprehensive framework, our collaborative efforts in Fruitvale, Montrose, and Warfield are poised to not only meet legal obligations but also exceed them, creating vibrant, accessible communities where every individual can live meaningfully and equitably for as long as one chooses.

## **Our Accessibility Committee**

The Fruitvale, Montrose, Warfield Inter-Municipal Accessibility Advisory Committee serves as a vital body dedicated to advancing inclusion and accessibility across the three villages. Composed of between 7 and 11 members, this committee is appointed through a collaborative process involving both internal and external perspectives. It guides Municipal Councils in their efforts to increase awareness about the barriers faced by persons with varying abilities and improving accessibility in municipal buildings and services.

### **Appointment Process:**

The Chief Administrative Officer appoints internal members from each village, ensuring representation from key staff positions. The Chief Administrative Officer from each municipality appoints key staff members while Village councils determine their representative to the committee internally. Each Mayor leads a meticulous application review process to select community members who have applied to participate in the committee. This multifaceted approach ensures a diverse combination of

---

strategic, expert, and impartial voices with a shared commitment to enhancing accessibility.

### **Scope and Purpose:**

The committee is entrusted with providing strategic advice on the development, implementation, and review of policies, strategies, and plans. Its mandate extends to advancing inclusion in various facets, including services, architectural and structural builds, attitudes, beliefs, and social biases, information and communication, the physical environment, and technology. Internal staff from each village play a crucial role in adding nuanced perspectives during discussions, enriching the conversation and ensuring practical and context-specific recommendations.

### **Engagement With Feedback Mechanism:**

Recognizing the importance of community input, the Accessibility Committee actively engages with the feedback mechanism, incorporating the experiences and insights of residents. The committee identifies barriers encountered by community members and collaboratively explores solutions. Through this process, action items are discussed, ensuring that the committee's work is informed by the lived experiences of those directly impacted by accessibility challenges and barriers.

---

## **Importance Of Internal Staff:**

Internal staff members contribute valuable operational insights, offering a thorough understanding of the day-to-day challenges and opportunities within their respective villages. Their presence enriches the committee's discussions, allowing for a more comprehensive exploration of accessibility topics and the prioritisation of initiatives that resonate with the specific needs of each community.

In essence, the Fruitvale, Montrose, Warfield Inter-Municipal Accessibility Advisory Committee represents a collaborative and inclusive approach to advancing accessibility and inclusion of Persons with Disabilities in our communities. By bringing together a diverse group of internal and external experts, the committee ensures that its recommendations are well-informed, contextually relevant, and aligned with the lived experiences of the communities it serves.

---

## Responsibilities

The **Accessibility Advisory Committee** is responsible for the review of public feedback and assisting in the creation of the Inter-Municipal Accessibility Plan, reporting and making recommendations to their respective councils.

The **Accessibility Administration Officers** (one per cooperating municipality) are responsible for receiving and responding to public concerns, complaints and suggestions as well as assisting to recruit new members for the Committee.

The **Administrative Support Specialist** is responsible for the ongoing communication and correspondence of the Committee, meeting minutes, and reporting between Councils and the Committee.

**Councils** are responsible for adopting the Inter-Municipal Accessibility Plan and ensuring adequate resources are allocated to achieve its objectives.

The **Chief Administrative Officers** ultimately hold the responsibility for the implementation of the plan under the framework of the Act.

The **Mayors** are responsible for the selection of Committee applicants.

---

## Consultations Conducted

The public feedback mechanism opened to the public in December 2023. This feedback mechanism continues to be advertised in the local newspaper and is accessible via the Village's website and social media channels. This will serve to allow for continuous community engagement for many years to come as accessibility will continue to be a priority to help ensure growth of our populations forever in the future. *See Appendix 2.*

A community survey was administered to the public and an organisational survey will be administered through the three Village staff offices in late 2024.

Brief site visits were performed in late 2023 upon hiring Bolt Access & Design Co., Tanelle Bolt, to assist with the development of this plan and implementation of the legislative requirements.

---

## Public Feedback

Ensuring accessibility of Fruitvale, Montrose and Warfield’s public feedback mechanisms.

### Village of Warfield:

555 Schofield Highway, Trail, BC V1R 2G7 250-368-8202  
accessibility@warfield.ca

### Village of Montrose:

Box 510, 565-11<sup>th</sup> Avenue, Montrose, BC V0G 1P0 250-367-7234  
accessibility@montrose.ca

### Village of Fruitvale:

Box 370, 1947 Beaver Street, Fruitvale, BC V0G 1L0 250-367-7551  
info@village.fruitvale.bc.ca

---

## Barriers Identified

### What We Found

The Inter-Municipal Accessibility Committee identified several accessibility barriers identified below:

- Automatic door buttons: The lack of or improper functioning of automatic door buttons can hinder individuals with mobility challenges, strollers and ageing individuals from independently accessing buildings.
- Communication about community programs and services: Inadequate communication methods and materials prevents members of the community from accessing important information about local programs and services.
- Accessible outdoor recreation: Limited accessibility in outdoor recreational areas can restrict individuals from fully participating in and enjoying outdoor activities while negatively impacting their health and well-being.
- Transportation: Insufficient infrastructure for public and active transportation, such as bus access, bike lanes, sidewalks, and pathways, impedes the mobility of all community members.
- Ramps and curb cuts: Inadequate or poorly designed thresholds can pose significant barriers for individuals with mobility impairments, making it challenging for them to access buildings



---

and navigate sidewalks, in turn, lessening their participation with friends, family and community members.

- Maintenance - long-term and seasonal: Lack of consistent and proper maintenance creates accessibility issues, such as uneven surfaces or snow accumulation, making it difficult or impossible to move around safely.
- Accessible parking: Insufficient accessible parking spaces or improperly designed and maintained parking areas can limit accessibility for individuals with mobility challenges who rely on designated parking spots.
- Visible markings: Inadequate visible markings on curbs, sidewalks, and stairs creates safety hazards for people with low vision, blind and ageing individuals.

Addressing these barriers is crucial to promoting inclusivity and equal access for all of our community members and guests.

---

## What We Heard

The majority [52%] of respondents to the community survey are associated through family or social networks to persons with accessibility needs. These barriers are identified in oneself, friends, family and neighbours. Over 75% of the individuals who participated in the survey are under the age of 65. This could be in-part due to existing barriers giving reason to the older demographic relocating to communities with better accessibility to services and community activities as 70% of the respondents have lived in the region for over 21 years.

Mobility is the number one identified accessibility challenge (90%). With visual and cognitive/learning identified together as a trailing second (29%). All of the Inter-Municipal Accessibility Committees barriers noted were also identified by community members in the external survey. *See results in Appendix 2.*

Acknowledging the short time frame leading up to the public engagement captured in this report, the three participating communities are committed to developing a thorough community engagement strategy to be executed prior to the next report revision, expanding the limited reach depicted here.

---

## **Actions Taken**

Fruitvale, Montrose and Warfield have come together to form an inter-municipal Accessibility Committee comprised of elected officials, selected community members and internal staff members from each of the three towns.

This Accessibility Plan is the second action step taken towards improving our overall accessibility and inclusion in Fruitvale, Montrose and Warfield. Our agencies are committing to the proposed detailed plan and timelines with consistent review and monitoring by the combined inter-municipal committee.

Our progress will be shared with community members and throughout our agencies as we receive more education, become more aware and together gain traction on our journey to becoming a more inclusive, accessible region.

---

## Our Plan

### Priority #1:

Provide accessibility staff education and awareness training.  
Knowledge leading to action.  
It starts with attitudes.

### Priority #2:

Eliminate the physical barriers at all municipal halls,  
including but not limited to accessible parking, smooth,  
compact pathways, ramps, and automatic door buttons.  
Show leadership in accessibility and inclusion.

### Priority #3:

Improve and maintain the accessibility elements of the built  
environment, including but not limited to accessible parking,  
automatic door buttons, threshold-free sidewalks and curb  
cuts, safe paths of travel between key spaces and places.

## Detailed Actions

■ Warfield Leads ■ Fruitvale Leads □ Montrose Leads

**Table 1: Architecture and the Built Environment**

OUTCOMES	ACTIONS	INDICATORS	LEAD	PRIORITY	REF.
1.1 Municipal owned infrastructure is barrier free and welcoming to all community members.	Ensure barrier free access to all Municipal owned buildings and recreation facilities.	Audits of 50% of Municipal owned buildings and recreation centres completed.	Contractor/ CAO/CFO/PW Contractor & PW	2025-2027	
	<u>Prioritising</u> -automatic door buttons -accessible parking spaces -code compliant ramps with railings to the front entry doors - accessible washrooms	Priorities created in order of maintenance and accessibility upgrades based on annual project plans.	Contractor/ Council/CAO/ CFO Contractor/ Council/CAO/ CFO/PW	2026	
	Ensure consultation with the Accessibility Committee in all future projects until the <i>accessibility lens</i> is understood and implemented across all internal positions.	Identify and include 'low hanging fruit' (cheap and easy) accessibility upgrades in all capital projects moving forward.	Contractor/ Council/CAO/ CFO/PW Contractor/PW	2026 - ongoing	
	Include accessibility in ALL future budget proposals and approvals.	Increased # and % of BC Building Code compliant wheelchair accessible municipal buildings.	Contractor/ CAO/CFO/PW/ Bldg. Inspct. Contractor/ PW/Bldg. Inspct./Planner	Report annually	
1.2 Municipal toilets are accessible and inclusive.	Audit of the municipal owned washrooms completed.	# and location of wheelchair accessible toilets identified. This includes those renovated to comply with codes.	Contractor/ PW/ Contractor/PW	2025 - ongoing	
	Increase # of BC Building Code compliant wheelchair accessible toilets.	# and location of Adult Change Facilities identified. The goal is 1 per community.	PW/Bldg. Inspct. PW/Bldg Inspct./ Planner	2026 - ongoing	
	Communicate information about accessible washrooms.	# of BC Building Code compliant wheelchair accessible toilets.	PW/Bldg. Inspct. PW/Bldg. Inspct./Planner	Reported annually	
		Communicate these findings on the Municipality's website Accessibility section.	CAO/CFO/PW/ Admin. Admin./IT	2025 - ongoing	
		Include all accessible washroom stalls on the <b>Town Access Map</b> .	Admin./IT Admin./IT	tbd	

1.3	Businesses in the Villages are more inclusive and accessible to PWD, parents with strollers and wagons, older people, as well as their friends and families, thus providing the opportunity to realise their potential.	Incentivise businesses to be more accessible and inclusive by: provide ramps, automatic door buttons, accessible parking, and accessible washroom facilities.  Feedback collected and shared with the Accessibility Committee.	# of programs and activities provided to help build the capacity of businesses to be more inclusive and accessible.	Council/CAO/ CFO/Admin. Council/CAO/ CFO/Admin.	2026 - ongoing		
			Feedback from businesses collected on the positive impacts this has had for their sales and number of accessibility related complaints.	CAO/CFO/ Admin. Admin.	2028 Complete d for this Plan revision.		
			Regional <b>Town Access Map</b> highlights the accessible businesses as an incentive to become more accessible.	CAO/CFO/ Admin. Admin./IT	2026 - ongoing		
		Businesses that need one step ramp solutions are identified.  Provide a selection of portable ramps for municipal and public loans.	Research Stop Gap Foundation for one-step ramp solutions that will strengthen community involvement in creating versatile barrier free access.	Contractor/ CAO/CFO/ Admin. Contractor/ PW/Planner	2025	<a href="https://stopgap.ca/">https://stopgap.ca/</a>	
			Source portable ramps in varying sizes. Once sourced, advertise available for public events and temporary short term loan use for businesses and persons. Building this inventory over time..	PW/CAO/CFO/ Admin. PW/Admin.	2026 - ongoing		
		# of portable ramps procured +/or partnerships developed with community organisations to provide varying sizes sourced and advertised for public events and temporary short term loan use.	Council/CAO/ CFO/Admin. Council/CAO/ CFO/Admin.	Report annually			
	Hospitality inclusivity is regarded as a priority.	Encourage members of the hospitality community to adopt and market their inclusive actions by setting an example. (hotels, restaurants, cafes, motels, air bnb, etc.)	Provide a list of potential resources for disability inclusion training (ie. Super Host Training)	AC AC	2025 - ongoing		
			Create and administer an annual survey for hospitality agencies in the Villages to gather data on their disability inclusion progress and increase in participation numbers of PWD.	CAO/CFO/ Council/ Admin./PW Admin.	2027 - ongoing		
	1.4	Streets, parks, footpaths, fields and open spaces are accessible in design, maintenance and management of infrastructure allowing PWD to participate with dignity and independence all year round.	Explore and implement strategies to increase proper access and numbers of on-street and off-street accessible parking (including short-term drop off zones - HandyDart)	Current accessible parking standards revised using the best practices, including van accessible parking regulations.	Council/CAO/ CFO/Planning/ PW Council/PW/ Planner/BEO.	2026	<a href="https://www.richmond.ca/_shared/assets/ParkingLoading2426.pdf">https://www.richmond.ca/_shared/assets/ParkingLoading2426.pdf</a>
				Review current accessible parking standards and REVISE with best practice, including van accessible parking regulations. - <i>Villages Zoning Bylaws</i> - <i>Transportation Bylaws</i> A regional accessible parking standard will create cohesive understanding and implementation, lessens	Council/CAO/ CFO/Planning/ PW Council/PW/ Planner/BEO	2026 - 2027	

			confusion with the public and is more cost effective.			
			# of accessible spaces within 200m of key social infrastructure reported.	Council/CAO/ CFO/Planning/ PW PW/Planner	Report annually	
			Accessible parking spaces included on the regional <b>Town Access Map</b> .	Admin./IT Admin./IT	2026	
			# and % of existing spaces remediated to revised best practice parking standards.	Council/CAO/ CFO/Planning/ PW Council/CAO/ PW/Planner	2027 - ongoing	
			# of new accessible and van accessible parking spaces.	Council/CAO/ CFO/Planning/ PW Council/CAO/ CFO/PW/ Planner	2027 - ongoing	
			Education provided to the bylaw enforcement.	CAO/CFO/ Admin./BEO CAO/Admin./ BEO	2025 - ongoing	
			Consistent enforcement of accessible parking spaces (ex. higher fines, number of tickets)	Council/CAO/ CFO/Bylaw Council/CAO/ CFO/Bylaw	2025 - ongoing	
		Encourage pedestrian-oriented development of parks, paths, streets and open places through renewal projects, upgrades and new capital projects in compliance with accessibility standards.  Remediate curb cut access with appropriate identifiers. Remove blue paint. Concrete trowel marks following the direction of travel allows safe passage for mobility aids and is identifiable to colour blind, low vision/blind. Note: Blue paint on streets is to identify parking and other permitted access needs, not for standard curb cuts).	Audit of main pedestrian routes, sidewalks, pathways and street crossings specifically for access completed.	Contractor/ CAO/CFO/PW Contractor/ PW	2027	
			# and % of curb cuts remediated. Include remediation in all sidewalk & pathway projects going forward.	Contractor/ CAO/CFO/PW Contractor/PW	2025 - ongoing	
			# and % of new curb cuts.	Contractor/ CAO/CFO/PW PW	2025 - ongoing	
			% of sidewalk remediation (eliminating thresholds >4mm).	Contractor/ CAO/CFO/PW PW	2026 - ongoing	
			# of new sidewalks.	Contractor/ CAO/CFO/PW PW	2026 - ongoing	
			Audible crossing cues budgeted for and implemented with ALL renewal and new crossing installations.	Contractor/ Council/CAO/ CFO/PW Contractor/ CAO/CFO/PW	2027 - ongoing	
			Remove blue paint from curb cuts. Include this in all future sidewalk + curb cut projects.	CFO/PW CFO/PW	2024 - ongoing	

	Active Public Transportation infrastructure development: Safe intersections, public transit systems, car share programs, car pooling, accessible vehicle transportation, bike lanes.	Include the development of bike infrastructure (bike lanes) in all future budgets.	Contractor/ Council/CAO/ CFO/Planning/ PW Council	2026 - ongoing	
		# of bike lanes and separated bike lanes	Contractor/ CAO/CFO/PW PW	2026 - ongoing	
		Hire an accessibility consultant or specialist to analyse and amend Villages Transportation Bylaws/Traffic Control Bylaw to include accessibility accountability, accommodations and actions.	Contractor/ Council/ CAO/CFO/BEO CAO/CFO/BEO	2026	
		Work regionally and in collaboration with one another in seeking and applying for grants to cover the establishment and operations of a solution. Collectively report on the number of accessible intersections built or improved as a result of collaboration with other jurisdictional partners. Relay these findings to the Accessibility Committee. <i>Appendix 6 - Grant Opportunities</i>	Contractor/ Council/ CAO/CFO Contractor/ CFO/Admin.	2026 - ongoing	
		# of accessible intersections built or improved as a result of collaboration with other jurisdictional partners.	Contractor/ Council/ CAO/CFO Contractor/ CFO/Admin.		
	Pedestrian crossings are sufficient in number and safe for people with different levels and types of disabilities, with non-slip markings, visual and audio cues and adequate crossing times.	# and % of primary intersections that are safe to use in adverse weather and/or the dark.	Contractor/ Council/ CAO/CFO/PW Contractor/PW	Report annually	
		Increase this number through writing and submitting letters, and advocating to the operating agencies and other jurisdictions for the safety of the community members.	Contractor/ Council/ CAO/CFO/PW Contractor	2026 - ongoing	
		Increased number of accessible intersections through targeted funding and building partnerships with other parties involved in the maintenance of roads.	Contractor/ Council/ CAO/CFO/PW Council	2026 - ongoing	
	Ensure that one charging port at every vehicle charging station is wheelchair accessible.  Explore the opportunity to have the charge stations	# and % of accessible vehicle charging stations.	Contractor/ Council/ CAO/CFO/PW Contractor/PW	Report annually	https://www.bchydro.com/news/conservation/2023/ev-charging-accessibility.html
		# and location of publicly accessible charge points for electric bikes and powered mobility aids.	Contractor/ Council/ CAO/CFO/PW CAO/CFO/ PW/Admin./ Planner	Report annually	



---

		with the capability to charge power mobility devices and electric bikes.	Information about vehicle charging stations on the regional <b>Town Access Map</b> . Indicate which of these are accessible.	CAO/CFO/ Admin./IT PW/Admin./IT	2027 - ongoing	
			Increase the # of charging stations added per annum.	CAO/CFO/ Admin./PW CFO/PW	Report annually	

**Table 2: Education, Awareness & Attitudes**

OUTCOMES		ACTIONS	INDICATORS	LEAD	PRIORITY	REF.
2.1	<p>Mandatory specialised training and development to deliver inclusive built environments and ensure communications and services are accessible and inclusive of PWD</p> <p>Employees have the knowledge and skills to meet the <i>Employment &amp; Equity Act 1995 &amp; Canadian Human Rights Act</i> to deliver inclusive services beyond mere compliance</p>	<p>Implement annual disability inclusion training for ALL Municipal staff - starting with hiring, operations and public works managers, and all levels of HR staff.</p> <p>Build the capacity of managers and employees to foster an inclusive workspace through inclusion training programs.</p>	<p>A list of specialised training and development options established.</p> <p>The list is presented to the Accessibility Committee for their additions and input. (ie. education, awareness, attitudes)</p>	<p>Trainer/ Contractor/ CAO/CFO/ Admin./PW/ AC Trainer/ Contractor/ FO/CAO/ Admin./AC</p>	2025 (revise annually)	
			<p>A budget for different disability and inclusion specialists allocated on an annual basis.</p>	<p>Council/ CAO/CFO CFO/CAO</p>	2027 - ongoing	
			<p>A schedule for annual disability and inclusion training of managers and staff members is created.</p>	<p>CAO/CFO/ Admin./PW/ Planning/ BEO CFO/PW/ Admin.</p>	2025 - ongoing	
			<p># and % of staff who have completed disability inclusion training.</p>	<p>CAO/CFO/ Admin./PW/ Planning/ BEO CFO/CAO/ PW/Admin.</p>	Report annually	
			<p># and % of employees that reported they feel the workplace supports and encourages inclusion and diversity.</p>	<p>CAO/CFO/ Admin./PW/ Planning/ BEO CFO/CAO/ PW/Admin./ Planner</p>	Report every 3 years	
			<p>% of employees that feel they have increased knowledge and understanding of accessibility as a result of training.</p>	<p>CAO/CFO CAO</p>	Report annually	
			<p># and % of employees with a disability that report an impact on attitudes because of this training.</p>	<p>CAO/CFO/ Admin./PW/ Planning/ BEO CFO/CAO/ PW/Admin./ Planner</p>	Report every 3 years	
2.2	<p>Apply the lens of accessibility onto all Village programs and services to foster and enhance awareness, understanding and respect to positively shift community attitudes towards Persons With Disabilities (PWD).</p>	<p>Integrate images of PWD across Village publications, digital and media platforms to mimic the diversity of people living in BC.</p> <p>Accessibility is considered in the planning stages of public events and engagement,</p>	<p># and % increase of digital and published materials that include representation of PWD.</p>	<p>Trainer/ Contractor/ CAO/CFO/ Admin./PW Trainer/ Contractor/ Admin./IT</p>	Report annually	
			<p># and % of events that have been audited for accessibility.</p>	<p>Trainer/ Contractor/ CAO/CFO/ Admin./PW Trainer/ Contractor/ CFO/Admin.</p>	Report annually	

---

		implemented and reported on following public participation.	Create a public feedback form that includes questions about the attitudes and experiences of accessibility - % of them who report an increased understanding and awareness of the importance of access and social inclusion.	CAO/CFO/ Admin./PW/ BEO/ Planning Trainer/ Admin./IT/ CFO	2027 - ongoing annual reporting	
2.3	Staff Training	Washroom and parking etiquette				

**Table 3: Transportation**

OUTCOMES		ACTIONS	INDICATORS	LEAD	PRIORITY	REF.
3.1	PWD have the autonomy to navigate the Villages freely.	Accessible bus stops.	Increased collaboration to advocate together for better interconnected bus transportation for all people between Fruitvale, Montrose, Warfield to more resource rich communities.	Council/ CAO/CFO/ RDKB Council/ CAO/CFO/ RDKB	2026 - ongoing	
		Snow and ice removal policies for accessible parking spaces, ramps, curb cuts, sidewalks and bus stops. The Town will clear all accessible parking spaces in a timely fashion. The snow will NEVER be shovelled into the accessible parking spaces and/or curb cuts.	% of bus stops that are accessible.	CAO/CFO/ Admin./PW/ RDKB Admin./ CFO/CAO/ RDKB	Report annually	
		If local taxi companies are not mandated to provide wheelchair accessible taxis, local government/Council will fill this gap by supporting community partners in supplying a wheelchair accessible van for public use.	Ensure consistent enforcement of the existing policies.	Council/ CAO/CFO Councils/ CAO/CFO	2024 - ongoing	
		Promoting carpooling and car share programs.	Snow removal bylaws revised (Traffic Control Bylaw) and Public Works policies to ensure timely snow removal on sidewalks, curb cuts, and clear accessible parking spaces.	Council/ CAO/CFO/ PW/BEO Council/ BEO/ Planner	2025	
			Identify the number of businesses violating the revised snow removal bylaw.	Council/ CAO/CFO/ Admin. Council/ CAO/CFO/ Admin.	2026 Report annually	
			Report on the progress of obtaining wheelchair accessible transit/taxis.	CAO/CFO/ PW/Admin. CFO/PW	2026 - report annually	
			Reach out to local businesses to partner on and support the publicly accessible wheelchair van.	AC AC		

**Table 4: Service Delivery**

OUTCOMES		ACTIONS	INDICATORS	LEAD	PRIORITY	REF.
4.1	<p>Opportunities for meaningful, inclusive participation are available at Village facilities, programs and events. PWD can identify which opportunities meet their needs.</p> <p>Increase # and % of PWD in attendance at public events and Village programs.</p>	<p>Brainstorm and create plans to overcome barriers hindering full community participation, including social, physical and sensory obstacles.</p> <p>Facilitate and deliver barrier free, inclusive events and gatherings.</p> <p>Promote participation of PWD.</p>	Audit of events, programs and services for accessibility completed..	Contractor/ Council/ CAO/CFO/ Admin. Contractor/ CFO/Admin.	2025 - ongoing	
			Education provided annually to associated staff.	Trainer/ Contractor/ CAO/BEO/ PW/Admin./ Planning Trainer/ Contractor/ CAO/CFO/ Admin./PW/ Planner	2026 - ongoing	
			# of new and adapted to be inclusive Municipal programs.	Council/ Contractor/ CAO/CFO/ PW/Admin. Council/ Contractor/ CAO/CFO/ Admin./PW	Report annually	
			# and % of initiatives, projects and/or strategies for which consultation was undertaken with the Accessibility Committee.	Council/ Contractor/ CAO/CFO/ PW/Admin. CFO/ Admin./PW	Report annually	
			Bolster program and service delivery funding to include accessibility updates.	Council/ CAO/CFO/ Council/ CFO/CAO	2026 - ongoing	
			Funding for accessibility improvements in programs and services is allocated.	CAO/CFO CFO/CAO	2025 - ongoing	
			Create and publish a disability inclusion pre-evaluation form for events and gatherings.	Contractor/ CAO/CFO/ Admin./PW Contractor/ Admin	2027	
			Create an Accessible Event Guideline for reference for all public events with the <b>Accessibility Committee.</b>	Contractor/ CAO/CFO/ Admin./PW Admin.	2027 Review every 3-5 years	
			# of surveys that went out to the public addressing the accessibility of proposed initiatives, projects and/or strategies.	Contractor/ Admin. Admin.	Report annually	
			Budget for improvements every year.	Council/ CAO/CFO Council/PW/	2025 - ongoing	

				CAO/CFO		
4.2	The community is engaged and active in shaping the future of the Villages.	Identify and implement strategies to inform PWD about how they can be involved in Council decision making.	Guidelines on accessible meetings and public engagement are developed and made available to the public online, in newspapers, social media and other means.	Contractor/ Council/ CAO/CFO/ Admin. Admin./IT	2026 - reviewed annually	
			Feedback on accessibility improvements is sought and shared updates with the communities.	Council/ Admin./AC Council/ Admin./AC		
			Encourage year-round application by community members to participate in the Accessibility Committee. - Websites - Newsletters - Social media channels - Public engagement sessions <i>Suggestions lead to improvement.</i>	Council/ CAO/CFO/ Admin./PW CAO/CFO/ Admin.	2025 - ongoing	
			Accessibility Committee application process reviewed to ensure barrier free approach.	Council/ CAO/CFO/ Council/ CAO/CFO	2027 Review every 3 years	
4.3	Village events, programs and services are inclusive and accessible	Audit Village facilities for accessibility of services being delivered (ie. Council chambers for virtual meetings - sound, closed captions)  Identify and implement effective marketing and communications strategies to attract more PWD to participate in Town events, programs and services.	# and % of Village events, programs and services that are marketed as accessible events.	Council/ CAO/CFO/ Admin./PW CAO/CFO/ Admin./PW	Report annually	
			Report on the marketing and communication strategies utilised to attract more PWD to participate in Village events, programs and services using a variety of different outreach mechanisms.	CAO/CFO/ Admin./PW CAO/CFO/ Admin.	Report annually	
4.4	Obtain grant funding for support of access and inclusion for Village events, programs and services.	Apply for eligible grants in alliance with other communities, businesses and organisations.  Include the consultation and employment of PWD in the grant submissions.	Task a Village staff member or Accessibility Committee with gathering a list of grant funding opportunities and match these with upcoming Village events and projects.	AC AC	2025 - ongoing	
			# of applications for grants to improve access and inclusion submitted.	Contractor/ Council/ CAO/CFO Contractor/ CAO/CFO/ Admin.	Report annually	

			# of successful grants towards accessibility and inclusion initiatives.	Contractor/ Council/ CAO/CFO Contractor/ CAO/CFO	Report annually	
			# of PWD employed by grants successfully obtained.	Contractor/ Council/ CAO/CFO Contractor/ CAO/CFO	Report annually	
			# of barriers removed and how.	CAO/CFO/ Admin./PW/ Planning/ BEO/Bldg. Inspct. CAO/CFO/ Admin./PW/ Planner/ BEO/Bldg. Inspct.	Report annually	

**Table 5 : Technology**

OUTCOMES		ACTIONS	INDICATORS	LEAD	PRIORITY	REF.
5.1	Public is able to access information about facilities and outdoor spaces.	Post and update an online calendar of important dates and community events in town and the surrounding communities.	Create a Regional Community <b>Town Access Map</b> of places and spaces that identifies accessible opportunities for participation (digital and print).	Contractor/ Admin./IT Contractor/ Admin./IT	2026 Update every 2 years	
		Communicate across Municipalities to collect this information.	Prompt for feedback on access information available on website and in map form.	Contractor/ Admin./IT Admin./IT	2025 - ongoing	
		Include highlights such as National Access Ability Week and International Day for Persons with Disabilities, where the work that Villages are doing to break down barriers and create more access is showcased.	Include this topic in Accessibility Committee meetings once a year to gauge improvements.	Admin. CFO/Admin.	2024 - ongoing	
5.2	Village information is accessible to all people including PWD.	Strengthen the Village's ability to provide information and communicate clearly through implementing procedures for digital and print accessibility.	Website assessed for key accessibility issues including but not limited to, colour contrast, navigation, font size, etc.	CAO/CFO/ Admin./IT CFO/ Admin./IT	Report annually	<a href="https://validator.w3.org/">https://validator.w3.org/</a>
			Website accessibility consultant hired.	CAO/CFO/ AC CAO/CFO/ AC	2026	



**Table 6: Communication**

OUTCOMES		ACTIONS	INDICATORS	LEAD	PRIORITY	REF.
6.1	Communication amongst all members of the public in parks, spaces and places.	Implement communications boards at all Municipal public spaces - parks, playgrounds, recreation facilities.	Establish a list of all possible locations for a communications board.	AC AC	2025/26	
			# and location of communications boards installed per annum.	Council/ CAO/CFO/ Admin./PW CAO/Admin./ PW	Report annually	
6.2	Clear and accessible communication with the public.	Offer alternative preferred communication methods to staff and the public - including but not limited to ASL	Online platforms have accessibility features compatible with screen reader technology.	CFO/Admin./ IT CFO/Admin./ IT	2025/26	
			Source an ASL interpreter that agrees to participate with the villages when the need arises in the future.	Council/ CAO/CFO Council/ CAO/CFO	2026 - ongoing	

**Table 7: Employment**

OUTCOMES		ACTIONS	INDICATORS	LEAD	PRIORITY	REF.
7.1	Diversify our workforce by recruiting, employing and retaining PWD.	Advertise positions with inclusive language, in depth descriptions, and flexible working locations and hours.	# and % of employees that reported they felt the workplace supports and encourages inclusion and diversity.	Council/ CAO/CFO/ Admin./PW CAO/CFO/ Admin./PW	Report annually	
			# and % of people with disabilities employed at the Village.	Council/ CAO/CFO CAO/CFO	Report annually	
		HR staff consistently communicate with staff with disabilities as to their experiences and current (changing) needs.	# of entry level positions with inclusive hiring and retention protocols per annum.	Council/ CAO/CFO CAO/CFO	Report annually	
			# and % of employees with disabilities in leadership positions.	Council/ CAO/CFO Council/ CAO/CFO	Report annually	
		Annual diversity and inclusion training for all members of the hiring, management and HR team. (As the internal capacity grows so does the attraction for members of the disability community to these traditionally inaccessible roles).	Report on the length of tenure of employees with disabilities compared to those without.	Council/ CAO/CFO CFO/Admin.	Report annually	
7.2	Establish an inclusive workplace culture where employees with disabilities are valued and respected.	Foster inclusive environments by empowering employees with disabilities and their allies to become advocates and champions for positive change.	Maintain the Accessibility Committee with disabled and non disabled members of staff and the community, and a combination of internal staff and external community members.	Council/ CAO/CFO Council/ CAO/CFO/ Admin./IT	2025 - ongoing	
			# and % of employees that reported they felt the workplace supports and encourages inclusion and diversity.	CAO/CFO/ Admin./PW CAO/CFO/ Admin./PW	Report annually	

**Table 8: Procurement of Goods & Services**

OUTCOMES		ACTIONS	INDICATORS	LEAD	PRIORITY	REF.
8.1	Procurement policies and practices improve employment outcomes for PWD.	Strengthen procurement practices by building relationships with disability employment support agencies and educating Village staff.	# and % of applicants with disabilities.	Contractor/ Council/ CAO/CFO Contractor/ Council/ CAO/CFO	Report annually	
		Learn and implement inclusive hiring practices when posting municipal staff positions.	% of applicants hired are PWD.	Contractor/ Council/ CAO/CFO CAO/CFO/ PW	Report annually	
		Include means for applicants to identify if they are disabled.	Amount spent on disability employment resources (ie. inclusive hiring education, adaptive technology, etc.)	Contractor/ CAO/CFO CAO/CFO	Report annually	
		Include disability employment resources in the hiring budget.				
8.2	New technology equipment and computers purchased by the Village are accessible.	Provide a range of accessible features to increase the accessibility of Village meetings, events and programs.	# of these implemented, installed, applied.	CAO/CFO/ Admin./IT CFO/Admin./ IT	Report annually	
		Identify the accessible features available to improve public access.	# of requests for adaptive technologies received by staff per year.	CAO/CFO/ Admin./IT CFO/Admin./ IT	Report annually	

**Table 9: Housing & Aging in Place**

OUTCOMES		ACTIONS	INDICATORS	LEAD	PRIORITY	REF.
9.1	More housing is accessible and adaptable, meeting the needs of families, PWD, and ageing in place requirements.	Consideration of fast tracking approvals for developments with adaptable design implementations.	Report the changes made to planning controls to increase the amount of adaptable and accessible housing units.	Council/ CAO/CFO/ Planning	Report annually	Example: Warfield IOCP 2017 P.13 Our Goals  Warfield Age Friendly Action Plan 2019 P.16 Next Step
		Consideration of acceptance of variance applications when accessibility is the underlying reason (ie. property variances, pavement allotment, etc.).		Council/ CAO/CFO/ Planner		

**Table 10: Emergency Planning**

OUTCOMES		ACTIONS	INDICATORS	LEAD	PRIORITY	REF.
10.1	Emergency plans are established and equipped to keep all members of the Communities safe.	Review existing emergency plans to identify where there are gaps in service of PWD in Fruitvale, Montrose and Warfield under the Regional District of Kootenay Boundary's Emergency Management Plan.	Emergency Plans reviews with an accessibility lens.	RDKB/ Council/ CAO/CFO/	Report annually	<a href="https://rdkb.com/Public-Safety/Emergency-Management">https://rdkb.com/Public-Safety/Emergency-Management</a>
		Revise the Emergency Plans with pertinent information to keep all residents safe and have the ability to get them out of potentially dangerous situations and/or natural disasters.		RDKB/ Council/ CAO/CFO		

---

## Monitoring & Evaluation

To ensure accountability and progress, Fruitvale, Montrose and Warfield established a monitoring and evaluation framework for its accessibility initiatives. Firstly, a comprehensive monitoring report will be generated every 2 years, providing an overview of the Villages' accessibility efforts. This report will be presented during the first Accessibility Committee meeting of the fiscal year, allowing for transparency and discussion.

Additionally, the Villages are committed to regularly evaluating its Accessibility Plan to ensure its effectiveness and relevance. A thorough review and evaluation of the plan will be conducted every three years, starting from its adoption in 2025. Given the limited reach of the survey that inspired our three plan priorities, the Villages are committing to a more thorough engagement strategy and consultation process leading up to the revision of this Plan. This evaluation process aims to identify areas for improvement, stay relevant and make necessary adjustments to enhance accessibility.

Furthermore, to promote accessibility awareness and transparency, the Accessibility Plan will be made publicly accessible on all municipal websites, enabling community members to participate, stay informed and engaged in the Villages' accessibility initiatives.

---

## Conclusion

Accessibility impacts every area of our lives, whether we know it yet or not. Being open to learning about disability and physical accessibility challenges will lead to heightened awareness and desire to create barrier free spaces for our family, friends and neighbours.

At the time of this report, Fruitvale, Montrose and Warfield are together at the start line, collaborating and committing to better access and a shift towards an inclusive mindset. Continuing to share resources and knowledge will enable these small communities, which individually have limited staff and resources, to move more quickly along the path to equality and barrier free access. This is not a process with a finish line, however, an ongoing and ever evolving consideration in the building and maintenance of our inclusive communities.

All of the points identified in the chart need to be available and frequently reviewed by management and internal staff in order to keep accessibility front of mind as more exposure to these issues will increase curiosity and capabilities.

---

## How To Give Us Feedback

Please use one of the following phone numbers, emails, mailing or physical addresses to deliver your constructive feedback to any of our participating municipalities.

### **Village of Montrose**

[accessibility@montrose.ca](mailto:accessibility@montrose.ca)

Box 510, 565 11th Ave, Montrose, BC V0G 1P0

1-250-367-7234

### **Village of Fruitvale**

[info@village.fruitvale.bc.ca](mailto:info@village.fruitvale.bc.ca)

Box 370, 1947 Beaver Street, Fruitvale, BC V0G 1L0

1-250-367-7551

### **Village of Warfield**

[accessibility@warfield.ca](mailto:accessibility@warfield.ca)

555 Scholfield Highway, Trail, BC V1R 2G7

250-368-8202

---

## Provincial Feedback Mechanism

### Accessibility Directorate

Write letters to the provincial accessibility directorate.

Both citizen and municipal letters describing the accessibility concerns and need for financial support will help in resolving some of the ongoing hurdles being faced.

[accessibility@gov.bc.ca](mailto:accessibility@gov.bc.ca)

Accessibility Directorate

Ministry of Social Development and Poverty Reduction

PO Box 9929 Stn Prov Gov

Victoria, BC V8W 9R2



---

# APPENDIX

## APPENDIX 1 - Terms Of Reference

Villages of Warfield, Montrose and Fruitvale Terms of Reference

### **NAME OF COMMITTEE**

Inter-municipal Accessibility Advisory Committee.

### **MANDATE**

The Inter-municipal Accessibility Advisory Committee (the Committee) is a committee established under Part 3, Section 9 of the *Accessible British Columbia Act*.

To meet the requirements under Part 3, Section 9 of the *Accessible British Columbia Act*, the Inter- municipal Accessibility Advisory Committee is created with the purpose to assist Warfield, Montrose and Fruitvale (the municipalities) identify, remove and prevent barriers experienced by persons with disabilities as per the legislated requirements for prescribed organizations under the *Accessible British Columbia Act* and Accessible B.C. Regulation 105/22.

In providing advice and recommendations to the municipal Councils, the Committee will consider the principles of inclusion, adaptability, diversity, collaboration, self-determination, and universal design.

### **DEFINITIONS**

As defined in the *Accessible British Columbia Act*:

“barrier” is anything that hinders the full and equal participation in society of a person with an impairment. Barriers can be caused by environmental, attitudes, practices, policies, information, communications or technologies and can be affected by intersecting forms of discrimination.

---

“disability” means an inability to participate fully and equally in society as a result of the interaction of an impairment and a barrier.

“impairment” includes a physical, sensory, mental, intellectual or cognitive impairment, whether permanent, temporary or episodic.

### **COMMITTEE RESPONSIBILITIES**

Within their mandate, the Committee members are required to undertake the following:

- a) regularly attend meetings,
- b) act with integrity, honesty, good faith and due diligence for the public interest,
- c) be respectful of, and remain open to the views and perspectives of others,
- d) review meeting agenda materials in advance of scheduled meetings in preparation for active participation,
- e) provide input and recommendations to the municipal Councils into the creation, review and future updates of an Inter-municipal Accessibility Plan,
- f) participate in group discussions to provide an understanding of accessibility issues within the disability community,
- g) identify barriers to municipal events, services and facilities encountered by people with disabilities in and or interacting with the Villages of Warfield, Montrose and Fruitvale and work with the Villages and agencies to recommend solutions to address barriers, and
- h) endorse confidentiality statements.

### **MEMBERSHIP AND COMPOSITION**

The composition of the Committee aspires to reflect the diversity of the three municipalities but also includes elected and staff members who are able to

---

provide appropriate direction and advice on behalf of each municipality. External members should live within the Villages of Warfield, Montrose and Fruitvale.

Membership: The Committee will be comprised of a minimum of seven (7) members and a maximum of eleven (11) members. The Committee will operate on a consensus basis. To the extent possible, members will be selected in consideration of the following goals:

- a) residents and/or agency representatives from the Villages of Warfield, Montrose and Fruitvale who through existing experience, lived or otherwise, have experience in advocating for people with disabilities,
- b) at least one-half of the Committee members must be persons with disabilities or persons who support, or are from organizations that support persons with disabilities and who reflect the diversity of persons with disabilities in British Columbia,
- c) at least one of the Committee members must identify as an Indigenous person,
- d) one staff representative from each of the Villages of Warfield, Montrose and Fruitvale,
- e) one elected official from each of the Villages of Warfield, Montrose and Fruitvale, and
- f) based on applications received, the Committee must reasonably reflect the diversity of persons in British Columbia.

## **APPOINTMENTS**

External volunteer members of the Committee shall be chosen by the Mayors of the Villages of Warfield, Montrose and Fruitvale by mutual consent based on application qualifications.

Staff representatives from each municipality will be appointed by the Chief Administrative Officers from the Villages of Warfield, Montrose, and Fruitvale.

Elected officials shall be appointed by the individual Councils of the Villages of Warfield, Montrose and Fruitvale.

---

## **CHAIR AND VICE CHAIR**

The Committee shall, at its first meeting elect a Chair and Vice Chair from amongst its members who shall serve until the end of that calendar year.

In the absence of the Chair and Vice Chair, the Committee members present may elect, from among themselves, an Acting Chair for that meeting.

## **MEETINGS**

The Committee will meet three times per year with additional meetings at the call of the Committee Chair. The Committee members will determine the schedule for the three meetings.

Meetings will be arranged to be held both virtually and in-person with the appropriate accessibility accommodations for inclusion of all acting members.

Staff from the municipalities of Warfield, Montrose and Fruitvale will share in supporting the Committee with organizing meetings and with preparing and distributing meeting agendas and when possible, other administrative tasks.

The Villages' CAOs will appoint a staff person, not members of the Committee, with the responsibility to attend meetings, record the meeting minutes, prepare agendas and any other administrative duties. This responsibility will be rotated by the three Villages on an annual basis. Minutes will be distributed to each municipality for inclusion on a Council agenda.

Staff from each of the individual municipalities are responsible for ensuring meeting notices, agendas, materials and minutes are made accessible for public perusal on each municipality's website and other means as each municipality sees appropriate.

---

## **MEETING QUORUM AND COMMITTEE RECOMMENDATIONS**

A meeting quorum consists of a majority of appointed members of the Committee.

Decisions and recommendations of the Committee shall be made by consensus by those Committee members in attendance at a meeting, provided a quorum is met at that meeting. Recommendations must be supported by Committee members by consensus before being forwarded to municipal Councils for approval.

## **COMMITTEE REMUNERATION AND BUDGET**

The Budget for the Committee shall be included within the Five-Year Financial Plans of the Villages of Warfield, Montrose and Fruitvale.

Except for an honorarium for meeting attendance and reimbursement of out-of-pocket expenses, the members of the Committee shall not receive remuneration for their services.

With the exception of the staff and Council representatives, members of the Committee shall be reimbursed for any reasonable out-of-pocket expenses incurred on behalf of the municipalities, including expenses for mileage and meals while traveling to and from, and participating in Committee meetings. Reimbursement for out-of-pocket expenses will be paid upon the submission of receipts to the Village of Warfield, which acts as the financial administrator for the Committee as set out in the Inter-municipal Accessibility Advisory Committee Memorandum of Understanding between the municipalities.

With the exception of the staff and Council representatives, each Committee member will receive a \$50.00 honorarium in the form of a grocery store gift card for each meeting attended.

All administrative costs of the Committee shall be shared equally between the three parties. These costs include general administration, advertising, honorariums, and reimbursement to Committee members for out-of-pocket expenses incurred to attend meetings.

---

Any funding contributions granted to the Committee shall be shared equally amongst the three parties to be invested into the continued success of the access initiatives and the outlined framework in the Warfield, Montrose and Fruitvale Inter-municipal Accessibility Plan.

### **REPORTING**

Recommendations from the Inter-municipal Accessibility Advisory Committee shall be referred to the Councils of the Villages of Warfield, Montrose and Fruitvale for consideration as required.

Committee minutes must be included on the municipalities' Council meeting(s) regular agendas for receipt and approval.

### **TERM**

Members shall serve on the Committee for a one (1) year term. Members may serve for up to two (2) consecutive terms.

### **ACCOUNTABILITY**

Committee membership may be reassessed by the municipalities at the discretion of the Councils of the Villages of Warfield, Montrose and Fruitvale.

The Chief Administrative Officers from the municipalities shall ensure that the Committee, the Committee's work and recommendations are compliant with the requirements as set out in the *Accessible British Columbia Act* and Accessible B.C. Regulation 105/22.

Committee members are not permitted to speak to the media as representatives of the Committee or of the municipalities.

### **OTHER:**

For clarity, these Terms of Reference do not delegate any authority or corporate powers to the Committee.

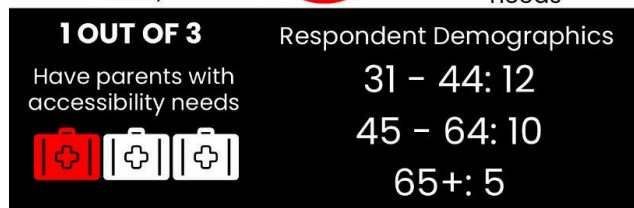
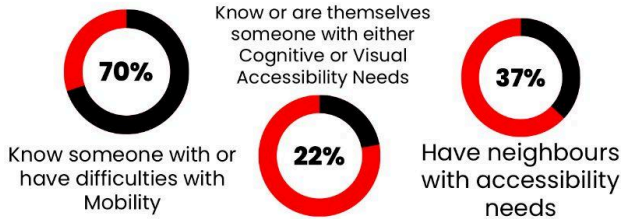
## APPENDIX 2 - Community Survey Results 2023

# INTERMUNICIPAL ACCESSIBILITY SURVEY RESULTS

**SURVEY RECEIVED 27 RESPONSES: FRUITVALE (4)  
MONTROSE (10) WARFIELD (13)**



### STATISTICS



### BARRIERS IDENTIFIED

#### BICYCLE LANES

SENSORY CONSIDERATIONS

#### COMMUNITY PROGRAMS AND SERVICES

TRANSPORTATION

#### ACCESSIBLE OUTDOOR RECREATION

WALKWAY MAINTENANCE AND SNOW REMOVAL

#### MORE TRAINED PROFESSIONALS

#### VISIBILITY MARKINGS

ON SIDEWALK EDGES, STAIRS, ETC.

MORE SIDEWALKS

#### AUTOMATIC DOORS AND BUTTONS

RAMPS

#### ROAD REPAIRS

COMMUNICATION ABOUT PROGRAMS AND SERVICES

#### MORE ACCESSIBLE PARKING

---

## APPENDIX 2 - Continued

- Parking - not enough spaces downtown, not enough spaces in general.
- Door automation and entry to buildings.
- Municipal building accessibility improvements (parking, sidewalks, ramps, railings, step-nosing, signage, washroom).
- Accessible washroom stalls - not large enough, low toilets, proper configurations (relates to the 'Engineering & City Planning' - well defined, proper guidelines for building specifications).
- Bike lane separation.
- Steep gradients - brainstorm clever solutions to possibly mitigate this challenge.
- Accessibility of parks and playgrounds (physical and intellectual).
- Benches along walking paths for resting.
- Education - insufficient training,
  - Bylaw - parking infractions, snow removal fines,
  - Public Works - proper snow removal (how, where, why).
- Pathway maintenance - safe walking routes,
  - snow removal,
  - Cracks + heaving,
  - Arnold Lauriente Way - Warfield.
- Transportation (accessible and otherwise),
  - Accessible transportation means - identify these.
  - Accessing services in other communities in other ways besides driving - safe, well-marked route to Trail & Rossland.
  - Rail trail maintenance between Rossland and Trail (interconnectivity).
- Public works,
  - Snow removal - accessible parking spaces, curb cuts, Village-owned properties.



- 
- storm drain maintenance/updates (when the roads are redone ensuring there is enough *budget* to bring up the storm drains to match the road/pathway surface).
  - Communication,
    - Where/what is accessible, how to get there (community events, public meetings).
    - Volunteer opportunities (again, where can people go). Forum? Group?
    - Engineering and City Planning - well defined, proper guidelines for building specifications will reduce friction on development timelines (ie. accessible public washrooms, accessible parking spaces).

### BARRIERS IDENTIFIED AS THE MORE IMPORTANT TO ADDRESS IN NEXT 3 YEARS

- Parking,
- Ramps,
- Thresholds,
- Steep gradients,
- Bike lane separation,
- Senior housing,
  - Opportunities to retrofit existing homes and businesses with accessibility upgrades and features (ramps, lifts), possibly through government grants applied for by the municipality and distributed amongst successful community applicants.
- Increase housing development,
- Link and maintain safe walking routes from neighbourhood streets to core areas and parks (noted a couple of times - Public Works *budget*) ie. Fruitvale highway crossing for kids attending school.
- Increase the number of healthcare practitioners - *this is a combination of municipal and provincial responsibility and in the*

---

*process of being addressed by the soon to be Lower Columbia Community Health Centre Network (LCCHCN),*

- Increase sidewalk access (safety concern),
- Accessibility of trails and walkways - maintenance of trails that once were accessible (Arnold Lauriente Way) unmaintained roots and heaves.
  - Note: safety off the highway.
- Community recreation accessibility,
- Better communication, information out to the community and access to information \*\* public has misconceptions because they are not informed,
- Transportation,
- Social activities for seniors increased.

#### WHAT IS CONSIDERED LOW-HANGING FRUIT

- Linking and maintaining safe walking routes from neighbourhoods to core areas and parks,
- Sensory friendly municipal experiences (What does this entail? Reach out to Canuck's Autism Network),
- Curb and step painting to identify the 'edge',
- Communication accessibility,
- Programming,
- Free bus service,
- Ramps,
- Automated doors,
- Amalgamation,
- Benches,
- Threshold elimination,
- visual/audible cues (walk signal).

---

## APPENDIX 3 - Research

Intersectional Accessibility Lens

<https://accessible.canada.ca/can-asc-1-1/AnnexD>

Accessibility Lens Definition

<https://www.deafwireless.ca/index.php/terminology/accessibility-lens/>

Disability Definitions

Language - Communication with words and images

<https://www.canada.ca/en/employment-social-development/programs/disability/arc/words-images.html>

Accessible parking standards

[https://www.richmond.ca/\\_shared/assets/ParkingLoading24226.pdf](https://www.richmond.ca/_shared/assets/ParkingLoading24226.pdf)

---

## APPENDIX 4 - Education - Optional Resources

Models of disability.

<https://bcaccessibilityhub.ca/resources/best-practices-and-research/>

Hosting inclusive meetings and events.

<https://www2.gov.bc.ca/gov/content/home/accessible-government/toolkit/meetings-and-events>

Accessibility training.

<https://bclaconnect.ca/resources/continuing-education-resources/untapped-accessibility-training/>

Accessibility and Inclusion in the Workplace Course (for public sector organisations) - Oct 18 - Dec 13, 2024.

<https://www.civicinfo.bc.ca/events?eventid=9277>

Inclusive Employer Self Assessment

[https://disabilityinclusion.ca/your-disability-inclusive-employer-self-assessment-results/?entry\\_key=hkpp9#main](https://disabilityinclusion.ca/your-disability-inclusive-employer-self-assessment-results/?entry_key=hkpp9#main)

Municipal accessibility support program - free online training and webinars.

<https://www.accessibility-program.ca/education-and-training/free-online-training-and-webinars>

Universal washroom design.

<https://www.changing-places.org/>

---

Way With Words.

[https://www.canada.ca/content/dam/esdc-edsc/migration/documents/eng/disability/arc/way\\_with\\_words.pdf](https://www.canada.ca/content/dam/esdc-edsc/migration/documents/eng/disability/arc/way_with_words.pdf)

Blindness etiquette.

<https://www.cnib.ca/en/be-natural-4-common-courtesies-offer-people-who-are-blind?region=bc>

Web Accessibility Initiative - stories of users.

<https://www.w3.org/WAI/people-use-web/user-stories/#shopper>

Communication with and about persons with disabilities.

<https://www.cdc.gov/ncbddd/disabilityandhealth/materials/factsheets/fs-communicating-with-people.html>

Empowering people with disabilities in research and design.

[https://www.researchgate.net/publication/329246799\\_Beyond\\_Participation\\_Empowering\\_People\\_with\\_Disabilities\\_in\\_Research\\_and\\_Design](https://www.researchgate.net/publication/329246799_Beyond_Participation_Empowering_People_with_Disabilities_in_Research_and_Design)

Inclusive language in media.

[https://www.humber.ca/makingaccessiblemedia/modules/06/transcript/Final\\_Glossary.pdf](https://www.humber.ca/makingaccessiblemedia/modules/06/transcript/Final_Glossary.pdf)

Inclusion of intellectual disabilities.

[https://www.researchgate.net/publication/5579735\\_Photovoice\\_a\\_Participatory\\_Action\\_Research\\_Tool\\_for\\_Engaging\\_People\\_With\\_Intellectual\\_Disabilities\\_in\\_Research\\_and\\_Program\\_Development](https://www.researchgate.net/publication/5579735_Photovoice_a_Participatory_Action_Research_Tool_for_Engaging_People_With_Intellectual_Disabilities_in_Research_and_Program_Development)

Website accessibility standards.

<https://www.w3.org/WAI/standards-guidelines/wcag/>

---

Accessible community bylaws.

<https://www.lakecountry.bc.ca/media/file/accessible-community-by-laws-guide>

Accessibility standards and guide.

<https://novascotia.ca/accessibility/resources/>

Guide for putting on an accessible event.

<https://accessibility.ku.edu/best-practice-guidelines-planning-accessible-event>

Emergency preparedness and accessibility.

<https://www.tandfonline.com/doi/abs/10.1080/09638288.2018.1550686>

Accessible parking standards.

[https://www.richmond.ca/\\_shared/assets/ParkingLoading24226.pdf](https://www.richmond.ca/_shared/assets/ParkingLoading24226.pdf)

Accessibility advisory committee recommendations.

<https://inclusivemap.ca/recommendations-for-accessibility-advisory-committee-engagement/>

---

## APPENDIX 5 - Local Disability Serving Organizations and Groups

### West Kootenay Volunteer Driver Program

Phone: 1-250-304-2990

Toll Free:1-877-304-2990

### Canucks Autism Network (CAN)

CAN will help make your organisation more accessible, welcoming and inclusive.

<https://canucksautism.ca/>

### Trail Association for Community Living

Advocacy, support, networks, lobbying, residential housing, employment support, day programs, child & youth programs and community support.

<https://taclkootenays.com/services/community-support/>

### Family Action Network

Regional community support services and references to other available services.

<https://familyactionnetwork.ca/regional-services/community-support-services/>

### Neil Squire Society

Computer assistive technologies, research and development, and employment programs for persons with physical disabilities.

<https://www.neilsquire.ca/>

---

## Disability Alliance of BC

Supports people with all disabilities to live with dignity, independence and as equal and full participants in the community.

<https://disabilityalliancebc.org/>

## Community Living British Columbia

Promotes the participation of people with developmental disabilities in all aspects of community life.

<https://www.communitylivingbc.ca/>

## Employment Programs & Support Career Development Services

Career development services for persons with barriers to employment.

<https://cdskootenays.com/cds-programs/employment-programs-and-support/> and  
<https://cdskootenays.com/cds-programs/outreach-and-community-inclusion-programs/>



---

## APPENDIX 6 - Grant Opportunities

### BC Local Government Grants

Growing Communities Fund

Infrastructure Grants

Regional district basic grants - administrative cost assistance grant

Small Community Grants

<https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers>

### Union of BC Municipalities

Canada Community-Building Fund

Local Government Program Services

<https://www.ubcm.ca/funding-programs>

### Enabling Accessibility Fund

Youth innovation component

Small project component

Mid-size projects components

<https://www.canada.ca/en/employment-social-development/programs/enabling-accessibility-fund.html>

### SPARC BC

Local Community Accessibility Grant

<https://www.sparc.bc.ca/wp-content/uploads/2023/06/Local-Community-Accessibility-Grant-Application-Form-V2.pdf>

---

## APPENDIX 7 - Resources

<https://www2.gov.bc.ca/gov/content/governments/about-the-bc-government/accessibility/legislation>

<https://www2.gov.bc.ca/gov/content/governments/about-the-bc-government/accessibility/legislation/accessible-bc>

[https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/construction-industry/building-code-s-and-standards/guides/building\\_accessibility\\_handbook\\_updatedjune2021.pdf](https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/construction-industry/building-code-s-and-standards/guides/building_accessibility_handbook_updatedjune2021.pdf)

<https://bcaccessibilityhub.ca/>

<https://www150.statcan.gc.ca/n1/en/catalogue/89-654-X>

<https://novascotia.ca/accessibility/>

<https://www.whistler.ca/services/accessibility/accessible-policy-and-plans-action/development-rmow-accessibility-policy/>

<https://www.w3.org/WAI/tips/designing/>

<https://www.ada.gov/>

<https://www.nanaimo.ca/your-government/accessibility-inclusion>

<https://prrd.bc.ca/wp-content/uploads/page/accessibility/Northeastern-BC-Collaborative-Accessibility-Plan-FINAL.pdf>

<https://www.chilliwack.com/main/page.cfm?id=2949>

<https://www.smithers.ca/accessibility>

<https://www.penticton.ca/sites/default/files/docs/city-services/social%20development/City%20of%20Penticton%20Accessibility%20Plan%202023-2026.pdf>

<https://www.cityofsydney.nsw.gov.au/strategies-action-plans/inclusion-disability-action-plan>

<https://laws-lois.justice.gc.ca/eng/acts/h-6/>

<https://www2.gov.bc.ca/gov/content/industry/construction-industry/building-codes-standards/bc-codes/2024-bc-codes>

<https://dnv-docs.simplicitycms.ca/documents/accessibility-plan-2023.pdf>

<https://accessibilitycanada.ca/legislation/nova-scotia-accessibility-act/>

<https://inclusivemap.ca/recommendations-for-accessibility-advisory-committee-engagement/>

<https://www.regionofqueens.com/municipal-services/planning/accessibility>