MERGED AGENDA
GOVERNANCE AND PRIORITIES COMMITTEE MEETING

Monday, December 9, 2019, 11:00 A.M. - 4:00 P.M.
Board Room, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

Pages

1. CALL TO ORDER:

2. INTRODUCTION OF LATE ITEMS:

3. APPROVAL OF THE AGENDA:

4. ADOPTION OF THE MINUTES:

5. REPORTS:

   a. GOVERNANCE AND MANAGEMENT EXCELLENCE:

      1. Municipal Insurance Association of British Columbia 11:00 a.m. - 12:30 p.m.

         To be introduced by Sheila Gurrie, Director, Legislative Services.

      2. Scheduled lunch break 12:30 p.m. - 1:00 p.m.

      3. Presentation from Coastal Communities Social Procurement Initiative 1:00 p.m. - 2:00 p.m.

         To be introduced by Laura Mercer, Director, Finance.

   b. ENVIRONMENTAL RESPONSIBILITY:

   c. ECONOMIC HEALTH:

d. COMMUNITY WELLNESS/LIVABILITY:

1. Advisory Committee on Accessibility and Inclusiveness 3 - 28

To be introduced by Sheila Gurrie, Director, Legislative Services.

Purpose: To provide the Governance and Priorities Committee with a draft Terms of Reference for the establishment of an Advisory Committee on Accessibility and Inclusiveness.

Recommendation: That the Governance and Priorities Committee recommend that Council establish an Advisory Committee on Accessibility and Inclusiveness and provide direction on which draft Terms of Reference they would like to adopt for this Committee.

1. Add - Presentation from Natalie Sponaugle, Legislative Services Clerk

2. Presentation re: City of Nanaimo's MOESS Update 29 - 36

To be introduced by Bill Sims, General Manager, Engineering and Public Works.

e. AGENDA PLANNING:

1. Governance and Priorities Committee Agenda Planning 37 - 39

1. Replace - Governance and Priorities Committee Agenda Planning Master List *40 - 42*

6. QUESTION PERIOD:

7. PROCEDURAL MOTION:

8. ADJOURNMENT:

Staff Report for Decision

File Number: 0540-01

DATE OF MEETING December 9, 2019

AUTHORED BY NATALIE SPONAUGLE, LEGISLATIVE SERVICES CLERK

SUBJECT **ADVISORY COMMITTEE ON ACCESSIBILITY AND INCLUSIVENESS**

OVERVIEW

Purpose of Report

To provide the Governance and Priorities Committee with a draft Terms of Reference for the establishment of an Advisory Committee on Accessibility and Inclusiveness.

Recommendation

That the Governance and Priorities Committee recommend that Council establish an Advisory Committee on Accessibility and Inclusiveness and provide direction on which draft Terms of Reference they would like to adopt for this Committee.

BACKGROUND

On 2019-JUN-17, Council adopted their 2019-2022 Strategic Plan, which includes a vision for a community that is "livable, environmentally sustainable and full of opportunity for all generations and walks of life."

This desire to build a community that is accessible and inclusive to all has been echoed in many of the discussions that have taken place around the Council table over the past number of months.

At the Governance and Priorities Committee meeting held 2019-OCT-07, Staff presented a draft Terms of Reference for an Advisory Committee on Accessibility and Inclusiveness (ACAI) for Council's consideration. After some discussion, the Terms of Reference was referred back to Staff for public consultation and input.

Staff conducted a survey between November 1-17, 2019 to collect feedback on the draft Terms of Reference and received 135 submissions (see Attachment C for survey results). The survey was promoted via the City website, a news release, through social media and distributed via email to the various groups identified on the draft Terms of Reference as seen in Attachment A.

DISCUSSION

The survey responses indicate that 82% are very much in support of this Committee being created with 79% in full support of the committee's mandate and objectives. In terms of membership, 50% were very much in support of the membership as listed on the draft Terms of Reference (Attachment A) while 31% were only somewhat in agreeance.

When asked if there was another organization they felt should be included on the membership list, 17 of the 53 responses to that question indicated that they felt Indigenous representation of some form should be included (Snuneymuxw First Nation, Nanaimo Aboriginal Centre, or First Nations/Aboriginal/Indigenous representation in general). Of all the written answers submitted, this theme was the most predominant.

With this in mind, Staff are presenting for Council's consideration a second version of a draft Terms of Reference (Attachment B). This version sees the number of Council members on the Committee reduced from two (2) to one (1) member and an additional seat added for a member at large representing the Indigenous community.

As mentioned in a previous report dated 2019-SEP-30 (Attachment D), 13 members would typically be a greater number than Staff would recommend to have sit on a committee; however, the Committee membership has been structured in such as way to ensure a balanced cross-section of those representing individuals most affected by matters of accessibility and inclusion. To remove any of the groups identified on the draft Terms of References in an effort to reduce the number of members could result in the loss of representation for a particular demographic.

Staff are presenting two Terms of References for Council's consideration and discussion.

OPTIONS

1. That the Governance and Priorities Committee recommend that Council establish an Advisory Committee on Accessibility and Inclusiveness and adopt the associated Terms of Reference as presented in Attachment A.

    - The advantages of this option: Establishing the ACAI reaffirms Council's commitment to their vision of ensuring that Nanaimo is a livable community for residents of all generations and walks of life. Leaving membership open to include people of all ethnicities does not limit Council's opportunity to support a balanced and diverse membership when reviewing the Committee applications.

    - The disadvantages of this option: Resources (such as staffing) may not be available for other potential committees.

2. That the Governance and Priorities Committee recommend that Council establish an Advisory Committee on Accessibility and Inclusiveness and adopt the associated Terms of Reference as presented in Attachment B.

    - The advantages of this option: Establishing the ACAI reaffirms Council's commitment to their vision of ensuring that Nanaimo is a livable community for residents of all generations and walks of life. Ensuring that Indigenous representation is included in the membership recognizes the importance of including the Indigenous community and reflects some of the public's feedback received from the survey.

    - The disadvantages of this option: Resources (such as staffing) may not be available for other potential committees. Also, including a member to represent the Indigenous community could, by nature of inclusion, appear to exclude other ethnicities from

having a place on the Committee. Reducing the number of Council members on the Committee also limits opportunities for elected officials to have a seat at the table.

3. That the Governance and Priorities Committee provide Staff with alternate direction for a Terms of Reference.

SUMMARY POINTS

- Council's Strategic Plan includes a vision for a community that is "livable, environmentally sustainable and full of opportunities for all generations and walks of life".
- Staff are proposing that an Advisory Committee on Accessibility and Inclusiveness (ACAI) be struck and a terms of reference outlining their mandate be adopted.
- The ACAI would undertake a number of initiatives such as identifying barriers to inclusion and accessibility and making recommendations for improvements.
- As part of their mandate, the ACAI could play an important role in providing oversight through the strategic policy development process to shed light on areas needing improvement.

ATTACHMENTS:

ATTACHMENT A: Terms of Reference for an Advisory Committee on Accessibility and Inclusiveness (version 1)

ATTACHMENT B: Terms of Reference for an Advisory Committee on Accessibility and Inclusiveness (version 2)

ATTACHMENT C: ACAI Survey Summary

ATTACHMENT D: 2019-SEP-30 Staff Report

Submitted by:	**Concurrence by:**
Sheila Gurrie Director, Legislative Services	Jake Rudolph Chief Administrative Officer

ATTACHMENT A

TERMS OF REFERENCE

ADVISORY COMMITTEE ON ACCESSIBILITY AND INCLUSIVENESS

PURPOSE:

The purpose of the Advisory Committee on Accessibility and Inclusiveness is to promote social and political equity within existing and proposed City plans, policies, bylaws and infrastructure and make recommendations to ensure that they are inclusive and accommodating to citizens of all ages, abilities and walks of life.

The Advisory Committee on Accessibility and Inclusiveness will:

- Identify barriers to inclusion and accessibility and make recommendations as to how to remove these barriers;
- Identify best practices in other communities and make recommendations based on the findings to promote social and political equity;
- Participate in reviewing City of Nanaimo draft plans, policies and procedures to prevent the creation of barriers in the future;
- Assist in developing a strategy for engaging with the community on issues relating to accessibility and inclusiveness;
- Discuss other issues referred to the Committee by Council, the CAO, GM's or Directors; and,
- Work with Council to increase public awareness on issues related to accessibility and inclusion for all citizens.

MEMBERSHIP:

The Committee shall be comprised of thirteen (13) voting members:

a) Two members of Council

b) Nine members who are appointed from various agencies

The members must include:

i) one member nominated by the Child Development Centre

ii) one member nominated by Island Health, representing those working with persons with disabilities in the City of Nanaimo

iii) one member nominated by the Central Vancouver Island Multicultural Society

DRAFT

iv) one member nominated by the Nanaimo Association for Community Living

v) one member nominated by the Nanaimo Pride Society, representing the LGBTQ2S+ community

vi) one member nominated by the Nanaimo Seniors Task Force

vii) one member nominated by the Nanaimo Youth Services Association

viii) one member nominated by the School District 68 School Board

ix) one member nominated by the United Way of Central & Northern Vancouver Island, representing service provision in the area of poverty reduction

c) Two members at large from the community, who will be chosen based on their experience and involvement related to issues of accessibility and/or inclusiveness

ELIGIBILITY:

The members at large shall be appointed by resolution of Council and all residents are eligible to apply. Members of the Committee shall:

- Reflect a broad cross-section of City of Nanaimo residents
- Be appointed on the basis of their availability and commitment to increasing accessibility and inclusiveness within the City of Nanaimo
- Have no conflict of interest with Council or the Committee and should advise the members when a potential conflict may exist on a specific issue and recuse themselves

MEETING FREQUENCY:

Meetings will be held once every two months. In addition to regularly scheduled meetings, the Committee will meet upon call of the Chair or the request of two Committee Members.

STAFF SUPPORT:

The following City Departments may provide support to the Committee in accordance with the ***City of Nanaimo Committee Operating Guidelines***:

- Office of the Chief Administrative Officer
- Legislative Services and Communications
- Parks, Recreation & Culture
- Development Services
- Engineering and Public Works
- Other Staff as required

OBSERVERS & COMMUNITY SUPPORTS:

Non-voting representatives may be invited to attend the meeting specific to topics of shared interest. All regular meetings are open to the public.

DRAFT

ATTACHMENT B



TERMS OF REFERENCE

ADVISORY COMMITTEE ON ACCESSIBILITY AND INCLUSIVENESS

PURPOSE:

The purpose of the Advisory Committee on Accessibility and Inclusiveness is to promote social and political equity within existing and proposed City plans, policies, bylaws and infrastructure and make recommendations to ensure that they are inclusive and accommodating to citizens of all ages, abilities and walks of life.

The Advisory Committee on Accessibility and Inclusiveness will:

- Identify barriers to inclusion and accessibility and make recommendations as to how to remove these barriers;
- Identify best practices in other communities and make recommendations based on the findings to promote social and political equity;
- Participate in reviewing City of Nanaimo draft plans, policies and procedures to prevent the creation of barriers in the future;
- Assist in developing a strategy for engaging with the community on issues relating to accessibility and inclusiveness;
- Discuss other issues referred to the Committee by Council, the CAO, GM's or Directors; and,
- Work with Council to increase public awareness on issues related to accessibility and inclusion for all citizens.

MEMBERSHIP:

The Committee shall be comprised of thirteen (13) voting members:

a) One member of Council

b) Nine members who are appointed from various agencies

The members must include:

i) one member nominated by the Child Development Centre

ii) one member nominated by Island Health, representing those working with persons with disabilities in the City of Nanaimo

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DRAFT

iv) one member nominated by the Nanaimo Association for Community Living

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vii) one member nominated by the Nanaimo Youth Services Association

viii) one member nominated by the School District 68 School Board

ix) one member nominated by the United Way of Central & Northern Vancouver Island, representing service provision in the area of poverty reduction

c) One member at large representing the Indigenous community

d) Two members at large from the community, who will be chosen based on their experience and involvement related to issues of accessibility and/or inclusiveness

APPOINTMENT:

One member of Council shall be appointed to sit on the Committee and one member of Council shall be appointed to serve as an alternate.

ELIGIBILITY:

The members at large shall be appointed by resolution of Council and all residents are eligible to apply. Members of the Committee shall:

- Reflect a broad cross-section of City of Nanaimo residents
- Be appointed on the basis of their availability and commitment to increasing accessibility and inclusiveness within the City of Nanaimo
- Have no conflict of interest with Council or the Committee and should advise the members when a potential conflict may exist on a specific issue and recuse themselves

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DRAFT

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- Other Staff as required

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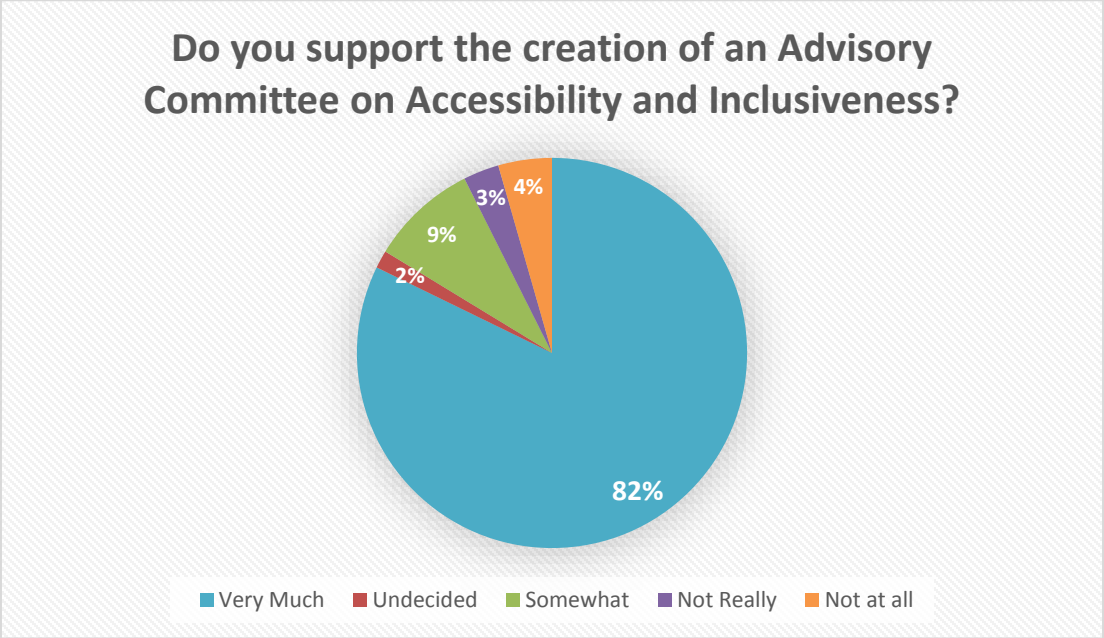
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ATTACHMENT C

Survey Summary – Advisory Committee on Accessibility & Inclusiveness

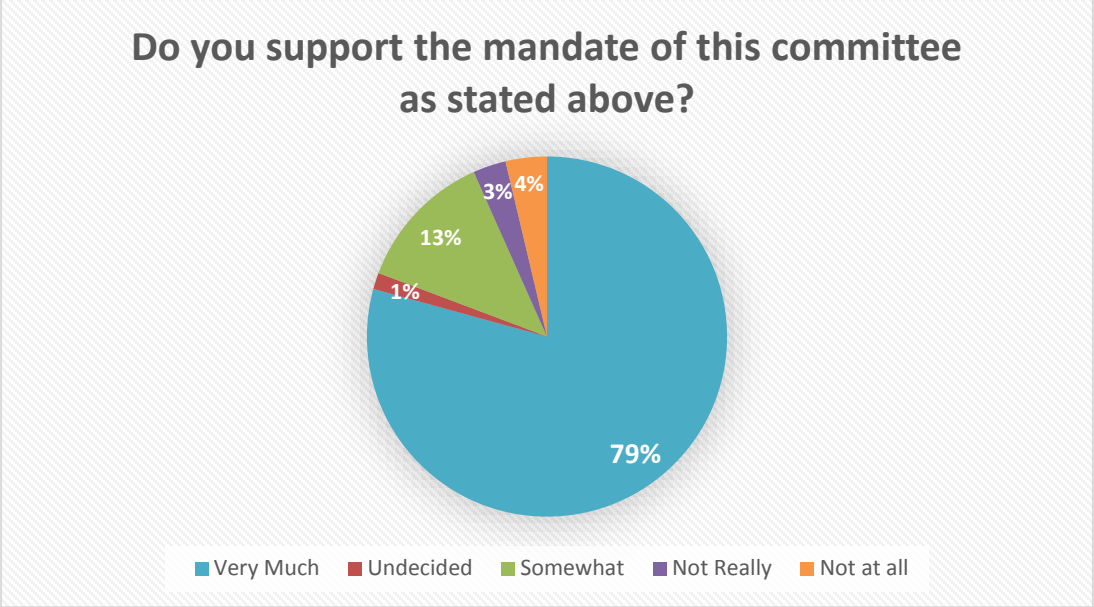
A total of 135 survey responses were submitted. A summary of that information is provided below.

Question 1:



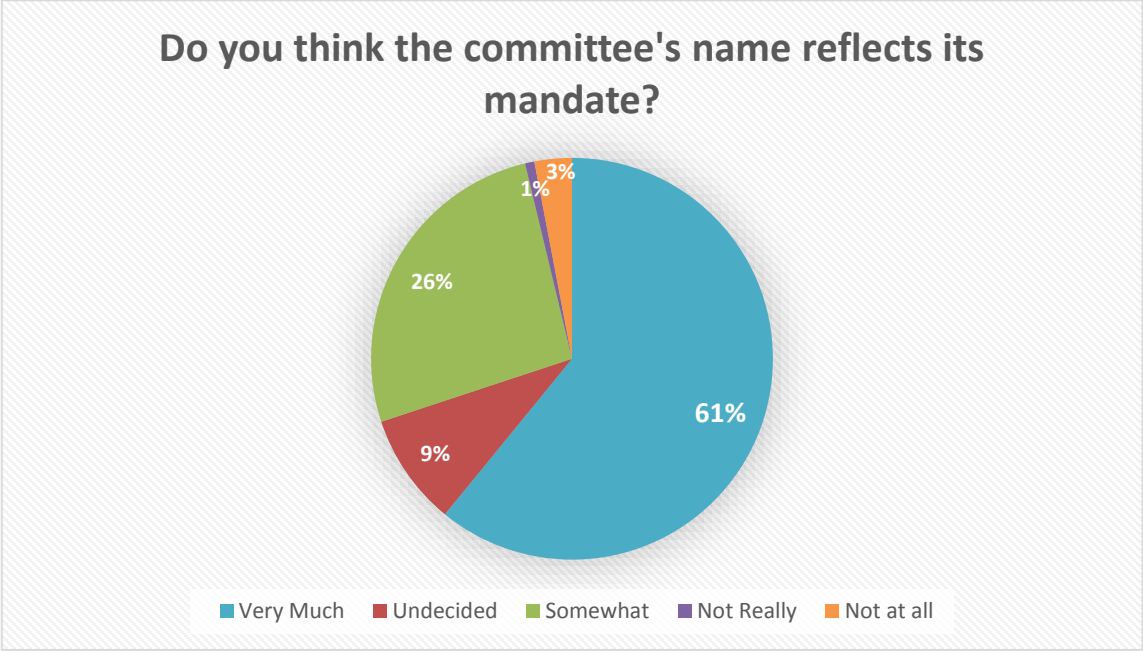
Very Much	Undecided	Somewhat	Not Really	Not at all
111	2	12	4	6

Question 2:



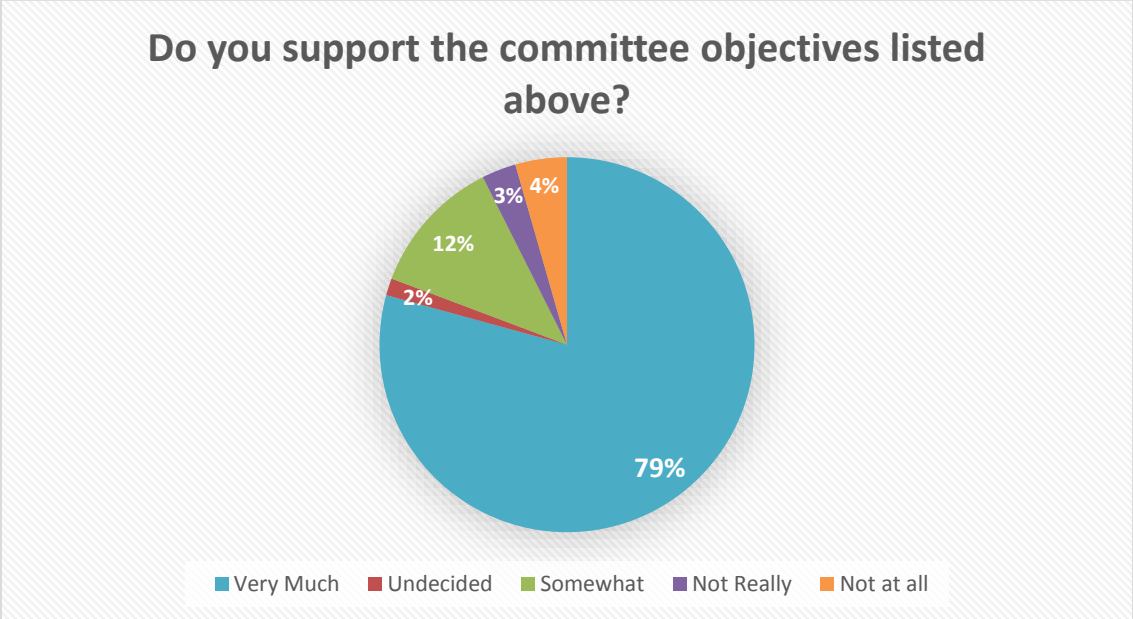
Very Much	Undecided	Somewhat	Not Really	Not at all
107	2	17	4	5

Question 3:



Very Much	Undecided	Somewhat	Not Really	Not at all	No response
81	12	35	1	4	2

Question 4:



Very Much	Undecided	Somewhat	Not Really	Not at all
107	2	16	4	6

Question 4:

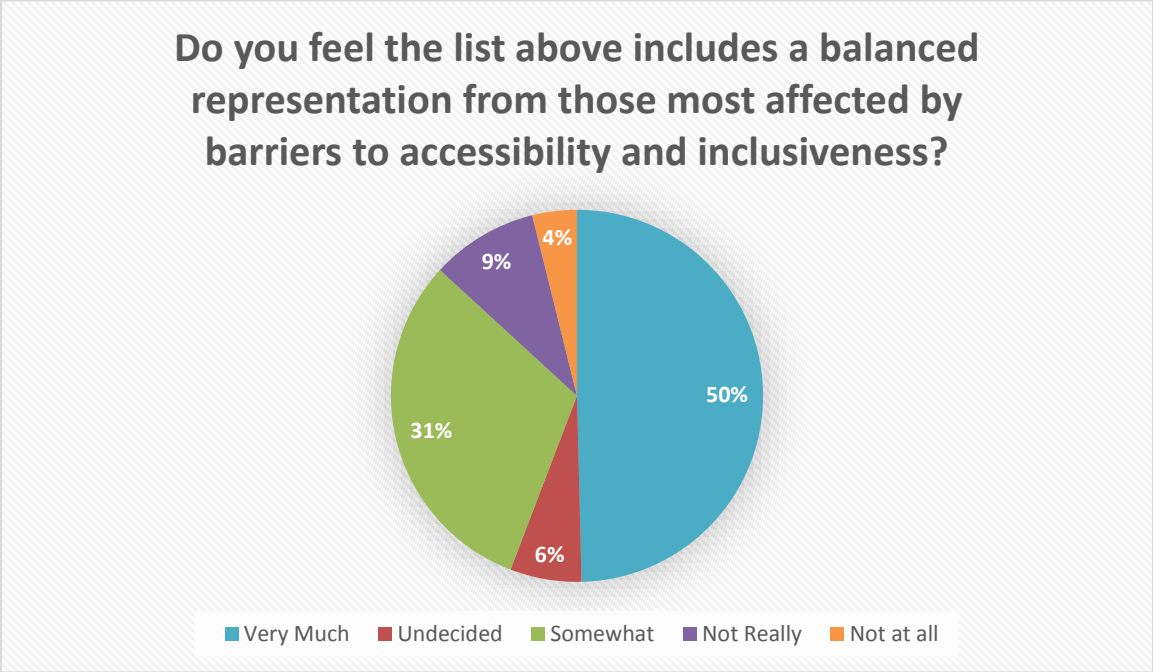
Is there something you feel is missing from the list above? If so, please provide a brief description.

27 responses

- Provide information to perspective employers about hiring disabled workers and providing a meaningful contribution to the work place
- A committee is not required. Consultation with stakeholders and the public would be more effective and less money. You are creating agenda clogging topics for council with all these referrals.
- You are trying to solve a problem that is not defined. What do you mean by inclusion and accessible??
- This is not necessary a total waste of tax payers dollars
- Identify laws that must be passed to make inclusion and accessibility mandatory and identify what penalties for breaking those will be.
- Unless the committee has members with a professional background and qualified in areas related to their mandate, their advice should not replace professional advice.
- No mention of discussion with people or organizations that need the accessibility.
- sustainability, liveabilty, opportunity, provide reviews, suggestions on bylaws, work with public, clients, citizens, representative organizations, to identify, address, resolve, dialogue
- initiation, respond to other likeminded committees, work with other council committees to design and develop suggested policies and or programs that would reduce or remove obstacles to full participation of citizens in their daily lives with the goal to reflect better quality of life at lest equal to other citizens
- Ensure you involve members from marginalized groups so the committee is not blind to lived experience concerns.
- “Identify barriers to inclusion and accessibility” is vague. First, for the purposes of this committee, what are the definitions of these terms? Second, defining social and political equity and the scope of those terms is vital to understand so the committee can provide effective recommendations to staff and council
- Brief examples of Nanaimoans benefiting from attainment of these objectives. “Julia first tried kayaking after the City and BC Ferries partnered on a launching facility at the foot of Brechin designed for - and by - wheelchair users. Now she leads tours.”
- I don’t think anything substantial is missing from the list.

- I would like to somehow indicate that a cultural safety and humility lens will also be applied to/ part of exploring accessibility and inclusion. I am wondering if there will be Indigenous representation on the committee? (I am a white settler but this is a question that comes up for me -- there may be barriers I am not aware of.)
- once recommendations are made to remove barriers, what power or authority will this committee have to enforce these recommendations.
- There are already many local organizations who have information and answers, it would be a lot more efficient to work with them, group them together, and start from there!
- Timeline
- Work with council and community partners to implement a dedicated pride festival inclusive of events
- accessibility and inclusiveness is key , however acceptance of diversity while addressing safety is also crucial
- Committees like this often don't work because they aren't given the appropriate powers to enact change. The language above uses words like identify, assist, participate... Will they actually be taken seriously?
- These should be separate committees, not all merged together. Disability and accessibility issues are VERY different than issues like youth, LGBT, etc. Lumping everyone together is a mistake.
- No
- Form a Statement of Human Rights for the city, endorsed by the mayor as a representative of their office, which lays out in clear terms the values of the district itself. State clearly and loudly that human rights will be upheld, our mission is to uplift all members of the Nanaimo community, and we will not be finished until we are all supported and well. Make it clear that intolerance is over, and then hold yourselves accountable to ensure that it is.
- I would love to see a hiring program for trans people. It's really hard to find work in general, but as a trans person even more so.
- Which communities are included in "Identify best practices in other communities?"
- Deal with the rising crime issues before making any fluff committees, this is a waste of time and a distraction from more pressing issues.
- All done in the context of sustainability.

Question 5:



Very Much	Undecided	Somewhat	Not Really	Not at all	No response
64	8	40	12	5	6

Question 6:

Do you feel there is another organization that should be on this list? (keeping in mind the considerations previously stated) If so, who?

53 responses

- Vancouver Island University given their diverse student, staff, and faculty population.
- CNIB (association for the deaf and blind).
- Clay tree society
- Not necessarily an organization, but seeing some youth (ie. school aged) would be important
- At least one person should be a wheelchair user
- No, have the staff meet instead from these organizations.
- I believe at least two more at large seats should be added to ensure a broad representation from the community. The current number, while makes for a smaller committee, may be to small for ensuring proper representation.

- Nanaimo Disability Resource Centre - a grass roots organization with people in the know about disabilities in Nanaimo
- Nanaimo has 5 private schools and one public school focused on Autism - i think you should include one of their CEOs
- Island Deaf and Hard of Hearing
- Include various representatives from Island Health who have knowledge of diverse groups, eg mental health, seniors,
- Elected council only that's what they are there for
- A qualified urban planner. Many equity and accessibility issues result from poor planning decisions.
- Disability group Vancouver island university
- Salvation army
- Not island health for a disability group, but an actual disability group. Wheelchair users, etc.
- No
- Snuneymuxw FN should have a voice!
- There is no representation of first Nations people's on the committee.
- A representative for people of colour
- indigenous community, other invisible minority, visually challenged, blind, deaf, hard of hearing, sensory challenged, sports groups representing mobility or other challenges that use city facilities
- I would suggest gender equity.
- Would it be helpful to have indigenous representation as well?
- Representation from Snuneymuxw First Nation
- An arts/culture organization
- Many important groups are represented here. I think it is also EXTREMELY important to have indigenous representation. The absence is glaring in a time when we are supposed to be working towards reconciliation.
- Liability issues can crop up so ad hoc access to legal opinions
- Those supporting individuals struggling with addictions
- Nanaimo Aboriginal Centre
- Snuneymuxw First Nation

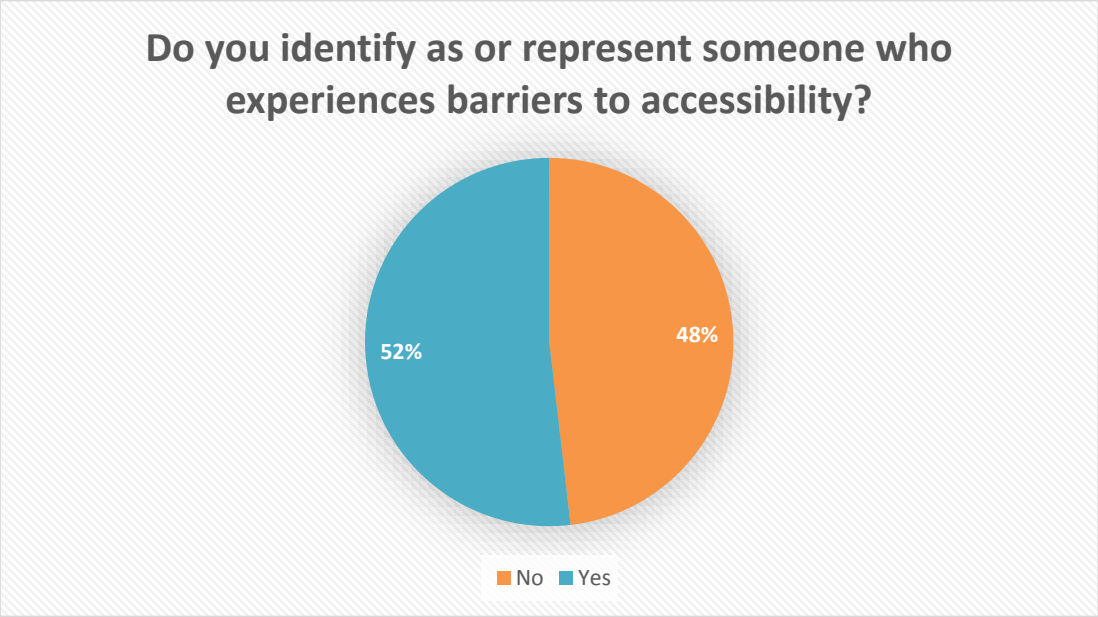
- BC Spinal Cord Association/formerly BC Paraplegic Society
- Mental health and addictions.
- Community Living BC
- First Nations
- I think it would be better to have a member selected by Community living BC rather than Nanaimo Association for Community Living who although a large organization is by no means representative of all adults with developmental disabilities
- Nanaimo Disability Resource Centre
- Nanaimo Family Life Association
- indigenous representation
- Nanaimo Aboriginal Centre
- Aboriginal community
- Lumping all LGBTQ2+ into one representative isn't ideal. It's always been run by gay or lesbian folks. Include separate transgender representation at least.
- Nanaimo Aboriginal Centre
- Vancouver Island University, the RCMP.
- More indigenous/POC representation
- One member nominated by the Nanaimo Women's Centre
- Someone has to represent housing. There are empty apartments in Nanaimo available with subsidy, but they are not being filled. There are people who understand the barriers to housing.
- one of the members at large should be from Citizen Advocacy which has recently amalgamated with the Women's center under the new name Society for Equity, Inclusion and Advocacy
- Nanaimo Family Life Association
- Island Crisis Care Society
- I think there should be someone for the trans community. As most LGB people don't fully understand the issues.
- Nanaimo Aboriginals Centre
- Indigenous member from Snuneymuxw First Nation
- First Nations are missing.

Question 7:

Do you feel there is an organization that should not be on this list? If so, who?

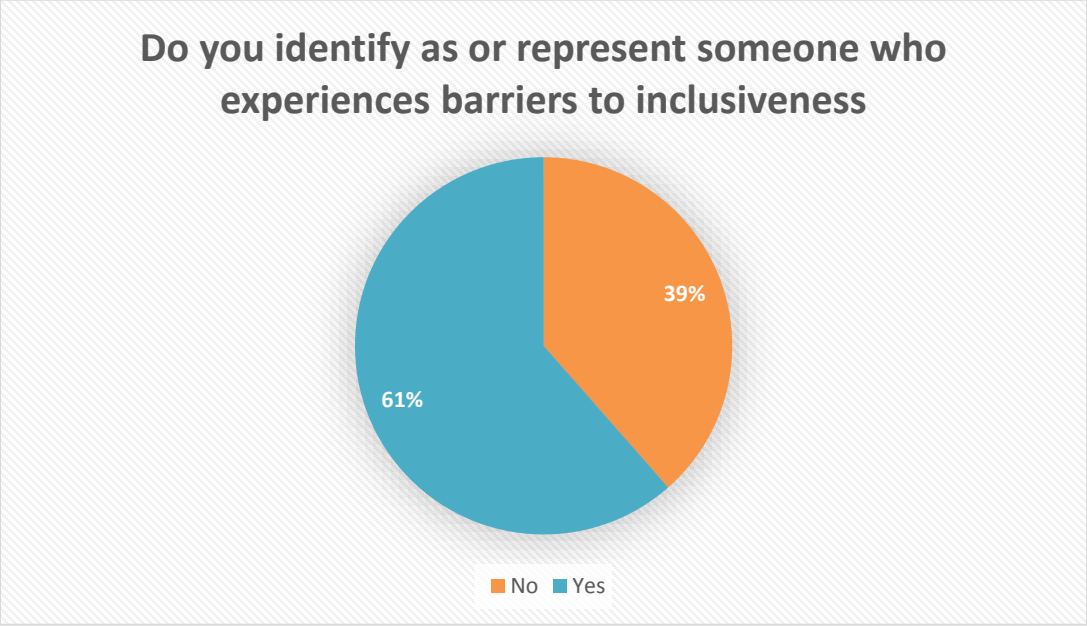
- School district board - they have no rights in our city government.
- SD68
- United Way - I would rather they spend their efforts on poverty reduction
- ~~Special Olympics and/or Canucks Autism Network~~ *(not on list – misunderstood question)*
- No sure if the school district isn't redundant with two councillors and youth already on
- Elected Council ONLY
- There should only be one counsel member so that another group can be added.
- ~~VIU - potentially urban planning dept.~~ *(not on list – misunderstood question)*
- United way
- Island health. You know they don't care.
- All
- ~~Nanaimo first nations Band~~ *(not on list – misunderstood question)*
- ~~Snuneymuxw and First Nations Health Authority~~ *(not on list – misunderstood question)*
- ~~Snuneymuxw health centre for example~~ *(not on list – misunderstood question)*
- Nanaimo Youth Services
- ~~NAC~~ *(not on list – misunderstood question)*
- The Nanaimo Pride Society is a political organization that advocates for positions and causes that do not reflect the divesity of views within the LGBT community.
- School district, the other organizations cover all under the school district
- ~~VIU *International*~~ *(not on list – misunderstood question)*
- I'm not sure the United Way is the best to represent service provision... but not sure who else to recommend either.
- ~~Pacifica Housing. Probably the Operations Manager,~~ [redacted] *(not on list – misunderstood question)*
- United Way.
- No

Question 8:



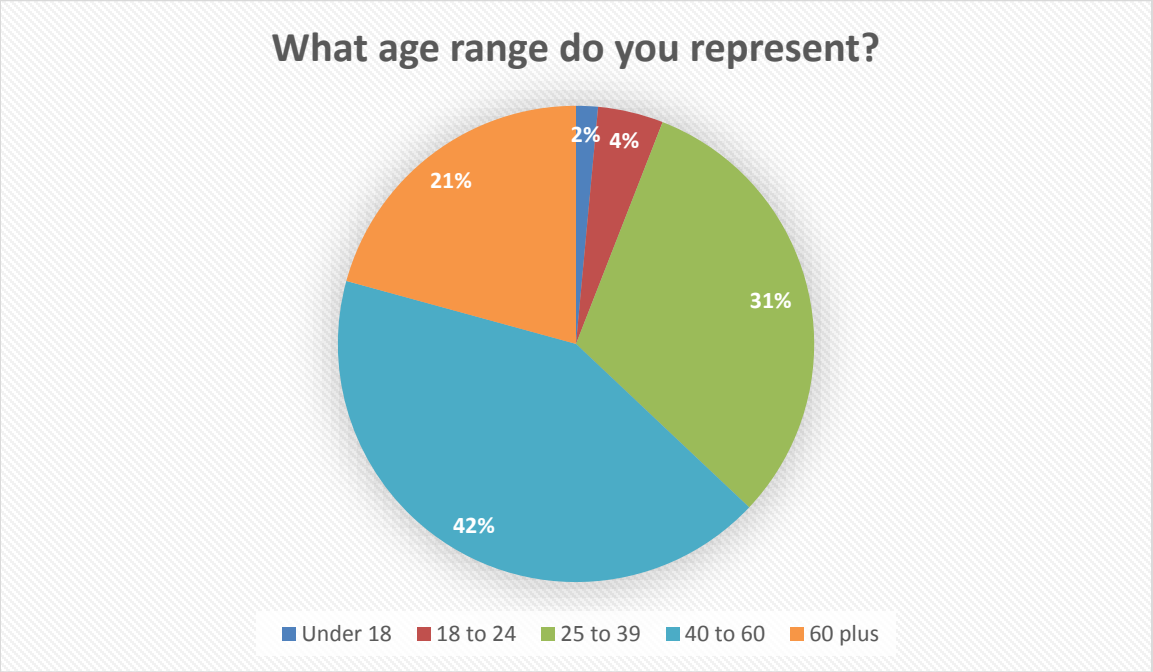
Yes	No
70	65

Question 9:



Yes	No
83	52

Question 10:



Under 18	18 to 24	25 to 39	40 to 60	60 plus
2	6	42	57	28

Question 11:

Any other comments related to this committee?

22 responses

- This is an essential committee for any community, and Nanaimo has been in need for quite some time. Please take a very real and authentic approach with this committee and truly provide a space and voice for accessibility and inclusiveness in Nanaimo.
- Have staff from these organizations meet with purposeful agendas. This is creating more work and will bog down council.
- If Nanaimo needs this type of committee, will it be listened to in its recommendation for improvements and will those be enforced by bylaws and our planning department?
- Consider including an occupational therapist to help formulate recommendations for inclusion and bring a lens of universal design to the group
- This is such a waste of tax payers money. Really not needed at all

- Transportation infrastructure and land use decisions are 2 of the most important municipal areas that impact inclusion and accessibility. The terms of reference should address policy scope not just demographic groups.
- The committee's main objective had better be sidewalk clearing. I'm sick of hearing about people from child to senior forces to be shut-ins by Nanaimos cheap, selfish, ablist, priveledged snow clearing policy. Do better!
- This committee is an excellent start. Next step, make it more than advisory.
- how does this committee support sustainability or liveability? Perhaps if recreation opportunities, transportation, bus, handidart, accessiblie sidewalks, building design were addressed? Does this committee have the abilities to conduct surveys?
- is there a measurement set to evaluate committee effectiveness or report, annual with set goals?
- I am pleased to see a committee who will focus on these issues and support all efforts in this regard - thank you.
- There should be equal representation of women and men on the committee as well as a variety of different ages.
- A representative from Snuneymuxw First Nation on this committee. There should be equal representation of men and women and cross-section of ages
- It's a good idea! Best of luck in moving forward to improve our community.
- For island health, I think an occupational therapist would be best suited
- Thank you for this committee -- or at least for considering forming this committee. Barriers to accessibility and inclusiveness send the message that some of us are lacking and others are not. Thank you for encouraging a new way forward.
- It is much needed. Please make it happen
- This committee is long over due!
- Wil they be taking requests / submissions from members of the public?
- Why aren't you following standard EDI language in naming the committee and associated language?
- I do not necessarily need a committee like this, but strongly support the forming of one for others in need.
- Thank you for taking this initiative. It's nice to know that people do care.

Staff Report for Decision

File Number: 0540-01

DATE OF MEETING September 30, 2019

AUTHORED BY NATALIE SPONAUGLE, LEGISLATIVE SERVICES CLERK

SUBJECT ADVISORY COMMITTEE ON ACCESSIBILITY AND INCLUSIVENESS

OVERVIEW

Purpose of Report

To provide the Governance and Priorities Committee with a draft Terms of Reference for the establishment of an Advisory Committee on Accessibility and Inclusiveness.

Recommendation

That the Governance and Priorities Committee recommend that Council establish an Advisory Committee on Accessibility and Inclusiveness and adopt the associated Terms of Reference as presented in the report titled "Advisory Committee on Accessibility and Inclusiveness" dated 2019-SEP-30.

BACKGROUND

On 2019-JUN-17, Council adopted their 2019-2022 Strategic Plan, which includes a vision for a community that is "livable, environmentally sustainable and full of opportunity for all generations and walks of life."

This desire to build a community that is accessible and inclusive to all has been echoed in many of the discussions that have taken place around the Council table over the past number of months. With this in mind, Staff have prepared a draft Terms of Reference for an Advisory Committee on Accessibility and Inclusiveness (ACAI) for Council's consideration.

With Council's endorsement of the draft work plan and guiding principles for the 2020 strategic policy development process at their meeting held on 2019-SEP-09, Staff recognize an opportunity to have the ACAI be engaged in this process as part of their mandate. Having this committee in place can help ensure that potential barriers to accessibility and inclusion are identified and recommendations for improvements can be made.

DISCUSSION

The membership outlined in the draft Terms of Reference for the Advisory Committee on Accessibility and Inclusiveness is structured to include two members of Council as well as key representatives from various agencies, groups and public bodies who have a vested interest in building a community that is both accessible and inclusive. It also includes two citizens-at-large who would be chosen based on their experience and involvement related to these matters.

While 13 members is a greater number than Staff would typically recommend to have sit on a committee, the intention with the ACAI is to engage with a cross-section of those representing individuals most affected by matters of accessibility and inclusion. The challenge here was including key stakeholders for this cause while ensuring that meetings will be both effective and productive.

The purpose of this committee is to promote social and political equity. The committee's mandate includes identifying barriers to accessibility and inclusion; making recommendations for improvements; participating in reviewing draft plans, policies and procedures; and assisting in developing a strategy for increased engagement and public awareness. The ACAI is structured to provide opportunities to assist Council in ensuring that our City is, in fact, a livable community for all.

OPTIONS

1. That the Governance and Priorities Committee recommend that Council establish an Advisory Committee on Accessibility and Inclusiveness and adopt the associated Terms of Reference as presented in the report titled "Advisory Committee on Accessibility and Inclusiveness" dated 2019-SEP-30.

    - The advantages of this option: Establishing the ACAI reaffirms Council's commitment to their vision of ensuring that Nanaimo is a livable community for residents of all generations and walks of life. It also reinforces their key strategic themes of Livability and Governance Excellence.
    - The disadvantages of this option: Resources (such as staffing) may not be available for other potential committees.

2. That the Governance and Priorities Committee recommend that Council establish an Advisory Committee on Accessibility and Inclusiveness and direct staff to amend the draft Terms of Reference based on Council's vision for the Committee.

    - The advantages of this option: If the draft Terms of Reference does not capture Council's vision for the ACAI, this provides Council the opportunity to have the Terms of Reference amended to reflect Council's will.
    - The disadvantages of this option: Resources (such as staffing) may not be available for other potential committees.

3. That the Governance and Priorities Committee provide Staff with alternate direction.

    - The advantages of this option: The GPC could recommend an alternate direction be taken to address issues related to accessibility and inclusion in our community.
    - The disadvantages of this option: Not establishing a formal Committee dedicated to accessibility and inclusion could hinder opportunities for increased awareness and action on matters related to this.

SUMMARY POINTS

- Council's Strategic Plan includes a vision for a community that is "livable, environmentally sustainable and full of opportunities for all generations and walks of life".
- Staff are proposing that an Advisory Committee on Accessibility and Inclusiveness (ACAI) be struck and a terms of reference outlining their mandate be adopted.
- The ACAI would undertake a number of initiatives such as identifying barriers to inclusion and accessibility and making recommendations for improvements.
- As part of their mandate, the ACAI could play an important role in providing oversight through the strategic policy development process to shed light on areas needing improvement.

ATTACHMENTS:

ATTACHMENT A: Terms of Reference for an Advisory Committee on Accessibility and Inclusiveness

Submitted by:

Sheila Gurrie
Director, Legislative Services

Concurrence by:

Jake Rudolph
Chief Administrative Officer



Advisory Committee on Accessibility & Inclusiveness

CITY OF NANAIMO
THE HARBOUR CITY

CITY OF NANAIMO
THE HARBOUR CITY

Mandate

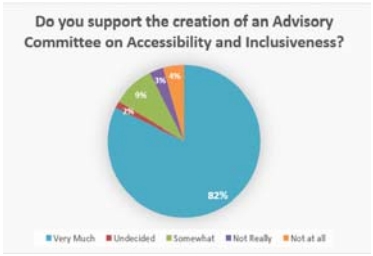
To promote social and political equity within existing and proposed City plans, policies, bylaws and infrastructure and make recommendations to ensure that they are inclusive and accommodating to citizens of all ages, abilities and walks of life

- ✓ Identify barriers and best practices
- ✓ Make recommendations for improvements
- ✓ Review City plans, policies and procedures
- ✓ Assist in developing a strategy for increased engagement & public awareness



Public Consultation

- Staff conducted a survey seeking feedback on the draft Terms of Reference from Nov. 1 - 17
- 135 survey responses were received
  - 82% very much in support of the Committee being created
  - 79% very much in support of the Committee's mandate & objectives
  - 61% very much felt the Committee's name reflected its mandate



Public Consultation

- 50% were very much in support of the membership as listed on the draft Terms of Reference (Attachment A), with 31% only somewhat in agreeance
- 17 written responses indicated they felt Indigenous representation of some form should be included on the membership list
  - Numerous written responses were received with various suggestions/input (see Attachment C)
  - This theme was most predominant with 32% of those who responded to that section expressing a desire to see Indigenous representation (17 of 53 responses)



Membership

- Staff are presenting two Terms of References for Council's consideration and discussion
- Both include the agencies/groups listed below
  (From draft ToR presented to Council on October 7, 2019)

✓ Child Development Centre	✓ Nanaimo Association for Community Living	✓ Nanaimo Youth Services Association
✓ Island Health	✓ Nanaimo Pride Society	✓ School District 68
✓ Multicultural Society	✓ Nanaimo Seniors Task Force	✓ United Way of Central Vancouver Island

- Proposed membership intended to ensure a broad and balanced group of individuals dedicated to supporting those most affected by issues related to accessibility and inclusiveness

Membership

Attachment A
(ToR Version 1)

- ❖ Two members of Council
- ❖ Nine members appointed from various agencies/groups
- ❖ Two members at large chosen based on experience & involvement related to issues of accessibility and/or inclusiveness

Attachment B
(ToR Version 2)

- o One member of Council
- o Nine members appointed from various agencies/groups
- o One member at large representing the Indigenous community
- o Two members at large chosen based on experience & involvement related to issues of accessibility and/or inclusiveness

Summary

The Advisory Committee on Accessibility and Inclusiveness would be dedicated to upholding Council's vision laid out in the 2019-2022 Strategic Plan:

To be a community that is livable, environmentally sustainable and full of opportunity for all generations and walks of life

Recommendation:

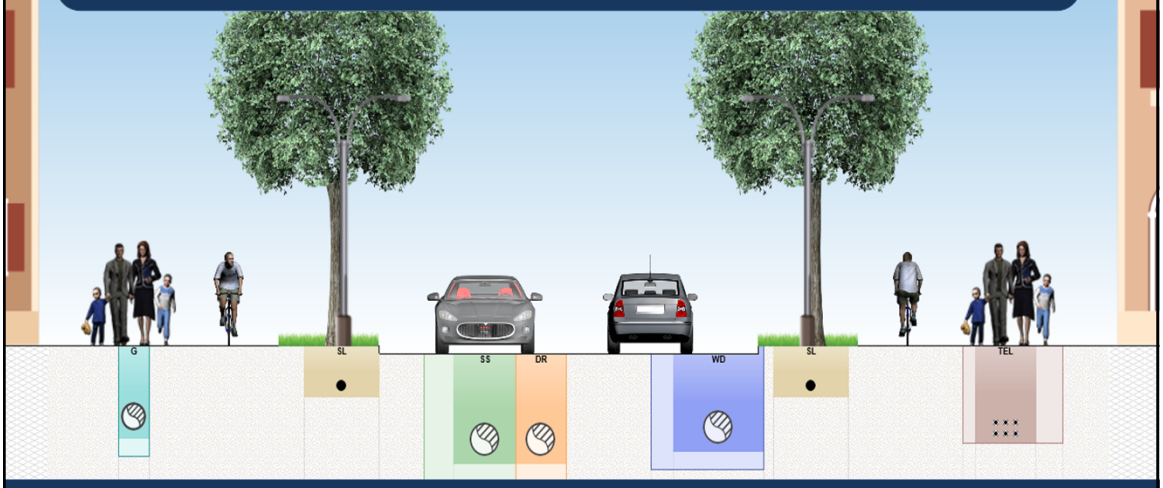
That the Governance and Priorities Committee recommend that Council establish an Advisory Committee on Accessibility and Inclusiveness and provide direction on which draft Terms of Reference they would like to adopt for this Committee.





City of Nanaimo's MOESS Update

Updating our Standards Manual of Engineering Standards & Specifications



December 9, 2019 www.nanaimo.ca/goto/MOESS

MoESS Edition Update No 13.

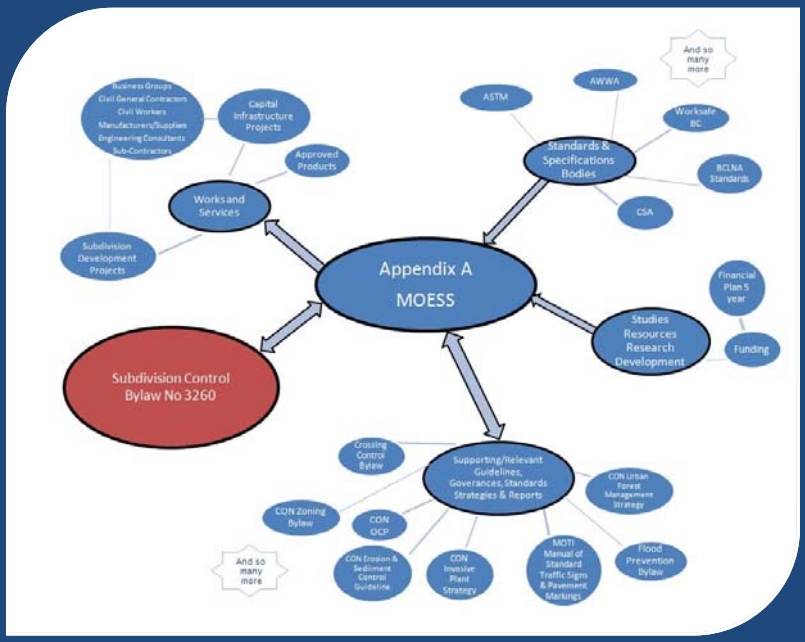
MoESS is Schedule 'A' of the Subdivision Control Bylaw



Introduction
1.0 - General Drafting Requirements
2.0 - General Definitions and References
3.0 - General Requirements
4.0 - Excavation, Trenching and Backfill
5.0 - Water Distribution System
6.0 - Sanitary Sewer System
7.0 - Stormwater Management
8.0 - Transportation
9.0 - Aggregates and Granular Material
10.0 - Roadway, Lighting and Traffic Signals
11.0 - Cast In Place Concrete Works
12.0 - Asphaltic Concrete Paving
13.0 - Surface Treatments
14.0 - Landscape
Appendix

December 9, 2019 www.nanaimo.ca/goto/MOESS

MoESS Edition Update No 13.



MoESS Update Timeline

• Nov 2018 - Nov 2019	Preparation of the Draft Changes
• Nov 2019	Review Package - Stakeholder Review of the Proposed Changes
• Dec 9, 2019	Presentation to the Governance and Priorities Committee
• Dec 2019	Preparation of the Final Draft
• Jan 13 2020	Information Report to Council
• Feb 3 2020	Staff Report to Council
• Feb 24, 2020	Fourth Reading Amending Bylaw
• Feb 2020 - Apr 2020	Preparation for Publication
• May 1, 2020	Implementation / Publication Date

Sectional Reviews for 9 of 14 Sections

Urban Forestry Management Strategy







GIS Strategic Plan

December 9, 2019 www.nanaimo.ca/goto/MOESS

MoESS Edition Update No 13.

Materials & Aggregates

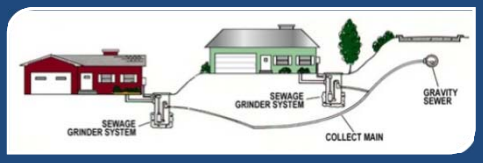


Complete Street Guidelines



Sanitary Sewer System





Low Pressure Sewers

December 9, 2019 www.nanaimo.ca/goto/MOESS


Section 8: Transportation
Updating our Standards through a Complete Street Lens
Section 13: Surface Treatments
Section 10: Roadway Lighting
December 9, 2019
www.nanaimo.ca/goto/CompleteStreets


Section 8: Transportation
Why: Safe Active Mode Facilities
Vs.
28-40%
No Way
No How
WHICH FACILITIES WILL MAKE RIDERS FEEL SAFER?
51% – 56%
Interested but
Concerned
5% – 9%
Enthused &
Confident
4% – 7%
Strong &
Fearless
Shared-Use Path
Side Path
Separated Bike Lane
Buffered Bike Lane
Bike Lane
Shoulder
Shared Lane
Note: Percentages represent the level of comfort that people feel bicycling, according to peer-reviewed surveys as recently as 2016.
Source: FHWA Bikeway Selection Guide: https://safety.fhwa.dot.gov/ped_bike/tools_solve/docs/fhwasa18077.pdf
For more information, please visit FHWA's Bicycle and Pedestrian Program webpage: https://www.fhwa.dot.gov/environment/bicycle_pedes
Vs.
December 9, 2019
www.nanaimo.ca/goto/CompleteStreets

Section 8: Transportation

Why: Safe Vehicle Facilities

Nanaimo Existing: 3.2-4.3m

Proposed: 3.2-3.6m

Lane Width in Meters	2.60 - 2.80	2.80 - 3.25	3.25 - 3.60	3.60 and higher
City	Jakarta, Singapore	Amsterdam, Berlin, Copenhagen, Paris, Tokyo, Toronto	New Delhi, Mumbai, Knoxville, Greensboro, New York, Sao Paulo	Beijing, Chennai, Fortaleza
Fatality Rate per 100,000 population	3.6 - 6.4	1.3 - 3.2	6.1 - 11.8	20.0 - 27.2
Safety Index	Less safe	Safe	Unsafe	Very unsafe

Source: Fatality rate data from WRI Cities Safer By Design, Qiu J et. al. (2014), Sivak and Schoettle (2015); Lane width data from Masud Karim (2015), Mohan D et. al. (2015)

EMBAR

Section 8: Transportation

What: Historic to Complete



Nord Avenue, Chico, CA by Dan Burden

Section 8: Transportation

Where: The Standards

- Updated Road Classifications that incorporate both their network function and land use
- Complete & Separated Multi-Modal Cross-Sections
- New Accessible/Universal Design Features: Updated Ramp Details, Raised Local Crossings, etc.



December 9, 2019 www.nanaimo.ca/goto/CompleteStreets

Section 8: Transportation

Where: The Standards













B.C. Community ROAD SAFETY TOOLKIT
Module 1: Protecting people walking and cycling

December 9, 2019 www.nanaimo.ca/goto/CompleteStreets

Section 8: Transportation

How: 203 Street, Langley



Section 8: Transportation

How: 2nd Ave, Seattle




Questions?
*Full List of Resources & Material References Available Upon Request
www.nanaimo.ca/goto/CompleteStreets

Governance and Priorities Committee – Agenda Planning

GPC Dates					
July	August	September	October	November	December
15	26	9	7	4	
29		30	28	25	9

JULY

Sun	Mon	Tues	Wed	Thur	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST

Sun	Mon	Tues	Wed	Thur	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER

Sun	Mon	Tues	Wed	Thur	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER

Sun	Mon	Tues	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER

Sun	Mon	Tues	Wed	Thur	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER

Sun	Mon	Tues	Wed	Thur	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- Council Meeting or Special Council Meeting
- Committee of the Whole Meeting
- Public Hearing (Special Council Meeting)
- Governance and Priorities Committee Meeting
- Finance and Audit Committee Meeting
- Statutory Holiday
- UBCM Convention

Updated 2019-DEC-04

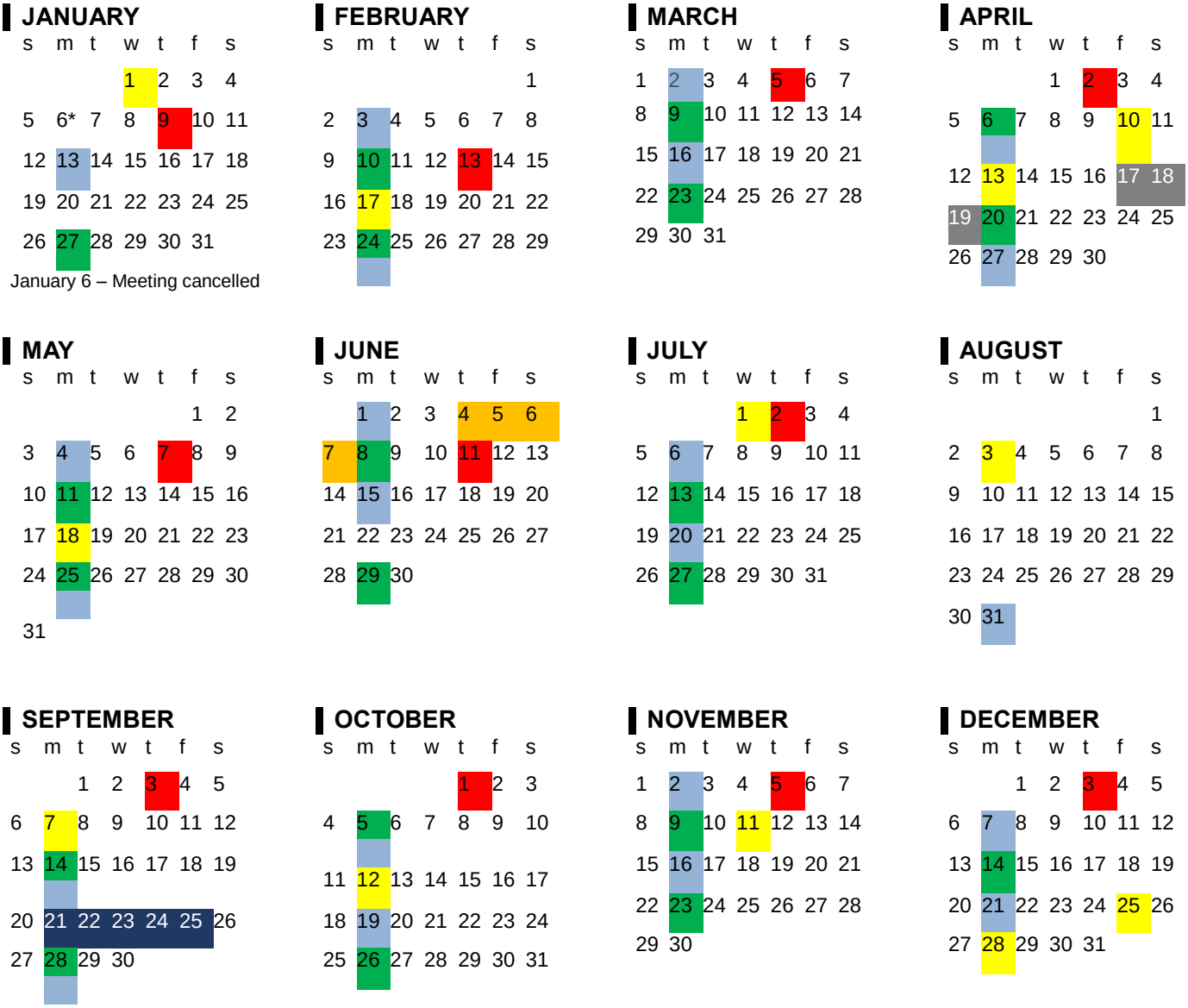
Governance and Priorities Committee – Agenda Planning

Agenda Topic	Strategic Theme	Meeting Date	Staff Member Responsible
Emergency management	Livability	25-MAR-19	Karen Fry/Karen Lindsay
CSR update	Governance Excellence	25-MAR-19	Sheila Gurrie
Planning 101	Governance Excellence	8-APR-19	Dale Lindsay
Committees & public engagement	Governance Excellence	8-APR-19	Sheila Gurrie
Transportation	Livability	29-APR-19	Bill Sims
Environment	Environmental Responsibility	13-MAY-19	Dale Lindsay/Bill Sims/Richard Harding
Downtown economic health	Economic Health	15-JUL-19	Dale Lindsay
Economic development session #2 Update on Downtown	Economic Health	29-JUL-19	Dale Lindsay
Economic development session	Economic Health	26-AUG-19	Dale Lindsay
OCP/Parks Master Plan/Active Transportation Plan	ALL	9-SEP-19	Multi Departmental
Council Procedure Bylaw, Engagement and Agendas Committee	Governance Excellence	30-SEP-19	Sheila Gurrie
Fire Department Update and Service Delivery Plan	Livability	7-OCT-19	Karen Fry
Downtown Mobility Hub/Fees and Charges	Community Wellness and Livability	4-NOV-19	Bill Sims, Richard Harding
Bylaw Enforcement Function	Governance Excellence	28-OCT-19	Dale Lindsay
Public Safety	Community Wellness and Livability	25-NOV-25	Dale Lindsay
Scheduled Topics			
MIABC (liability/insurance)	Governance Excellence	9-DEC-19	Sheila Gurrie
Invite Rep from Coastal Community Social Procurement	Governance Excellence	9-DEC-19	Laura Mercer
Future Meeting Dates			
Arts and Culture	Community Wellness and Livability	6-JAN-20	Richard Harding
Engagement (emerging issues and neighbourhood associations)	Governance Excellence		Dale Lindsay

Women's Participation on the City of Nanaimo Committees and Task Forces and Childminding Reimbursement for Members of Council and City Committee Members	Governance Excellence		Sheila Gurrie

Governance and Priorities Committee – Agenda Planning

2020 GPC Dates											
Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.
27	10	9	6	11	8	13		14	5	9	14
	24	23	20	25	29	27		28	26	23	



Updated 2019-DEC-6

Governance and Priorities Committee – Agenda Planning

Agenda Topic	Strategic Theme	Meeting Date	Staff Member Responsible
Emergency management	Livability	25-MAR-19	Karen Fry/Karen Lindsay
CSR update	Governance Excellence	25-MAR-19	Sheila Gurrie
Planning 101	Governance Excellence	8-APR-19	Dale Lindsay
Committees & public engagement	Governance Excellence	8-APR-19	Sheila Gurrie
Transportation	Livability	29-APR-19	Bill Sims
Environment	Environmental Responsibility	13-MAY-19	Dale Lindsay/Bill Sims/Richard Harding
Downtown economic health	Economic Health	15-JUL-19	Dale Lindsay
Economic development session #2 Update on Downtown	Economic Health	29-JUL-19	Dale Lindsay
Economic development session	Economic Health	26-AUG-19	Dale Lindsay
OCP/Parks Master Plan/Active Transportation Plan	ALL	9-SEP-19	Multi Departmental
Council Procedure Bylaw, Engagement and Agendas Committee	Governance Excellence	30-SEP-19	Sheila Gurrie
Fire Department Update and Service Delivery Plan	Livability	7-OCT-19	Karen Fry
Downtown Mobility Hub/Fees and Charges	Community Wellness and Livability	4-NOV-19	Bill Sims, Richard Harding
Bylaw Enforcement Function	Governance Excellence	28-OCT-19	Dale Lindsay
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Scheduled Topics			
MIABC (liability/insurance)	Governance Excellence	9-DEC-19	Sheila Gurrie
Invite Rep from Coastal Community Social Procurement	Governance Excellence	9-DEC-19	Laura Mercer
Future Meeting Dates			
Strategic Planning Session	ALL	27-JAN-20	Multi Departmental

Governance and Priorities Committee – Agenda Planning

Arts and Culture	Community Wellness and Livability	10-FEB-20	Richard Harding
Women's Participation on the City of Nanaimo Committees and Task Forces and Childminding Reimbursement for Members of Council and City Committee Members	Governance Excellence		Sheila Gurrie