



Special Capital West Accessibility Advisory Committee Minutes

December 18, 2024, 2:00 PM

City of Colwood Council Chambers (3300 Wishart Road, Colwood BC V9C 1R1) & Electronic Meeting

PRESENT: M. Watmough, Corporate Officer, Langford, Chair
D. Hopkins, Corporate Officer, Esquimalt
S. Jones, Corporate Officer, View Royal
T. Hansen, Corporate Officer, Metchosin
M. Lalande, Corporate Officer, Colwood
H. Power, Deputy Corporate Officer, Sooke

ABSENT: A. Irving, Corporate Officer, Highlands

ATTENDING: M. Miles, Manager of Legislative Services, Langford
T. MacDonald, Corporate Services Assistant, Colwood
N. Johnston, Legislative Services Administrative Coordinator, Langford

Meeting available by teleconference.

1. TERRITORIAL ACKNOWLEDGEMENT

M. Lalande, Corporate Officer, City of Colwood read the City of Colwood's Territorial Acknowledgment.

2. CALL TO ORDER

The Chair called the meeting to order at 2:00pm. During opening remarks, the Chair noted Capital West Accessibility Advisory Committee meetings will be held at the City of Colwood in 2025.

3. APPROVAL OF THE AGENDA

MOVED BY: Deb Hopkins

SECONDED: Sarah Jones

THAT the Committee approve the agenda as presented.

Motion CARRIED.

4. ADOPTION OF THE MINUTES

4.1 Minutes of the Capital West Accessibility Advisory Committee - September 25, 2024

MOVED BY: Deb Hopkins
SECONDED: Heather Power

THAT the minutes of the Capital West Accessibility Advisory Committee meeting held September 25, 2024 be adopted as circulated.

Motion CARRIED.

5. REPORTS

5.1 Recruitment Update

The Chair advised that the City of Langford has chosen a citizen representative for the Capital West Accessibility Advisory Committee.

The following updates from the member municipalities were provided:

District of Highlands:

- Readvertising for a citizen representative and those interested are encouraged to apply.

Town of View Royal:

- Appointed a citizen member to the Capital West Accessibility Advisory Committee.

Township of Esquimalt:

- Appointed a citizen member to the Capital West Accessibility Advisory Committee.

District of Sooke:

- Readvertising for a citizen representative and those interested are encouraged to apply.

District of Metchosin:

- Appointed a citizen member to the Capital West Accessibility Advisory Committee.

City of Colwood:

- Readvertising for a citizen representative and those interested are encouraged to apply.

5.2 Committee Transition Plan

The Chair informed the Committee that the City of Langford is compiling relevant information that will be sent to the City of Colwood before the end of the calendar year. Member municipalities expressed their willingness to assist in any capacity needed by Colwood.

5.3 Accessibility Plan Update

The Chair asked for updates from the member municipalities regarding their individual section of the Joint Accessibility Plan. The following was provided:

City of Langford:

- Draft plan went to Council in late October 2024.
- Public feedback period commenced shortly thereafter and closed December 6, 2024.
- Plan will appear before Council with a recommendation to approve at the January 13, 2025 meeting.

Township of Esquimalt:

- Plan was approved by Council December 2, 2024.
- No public feedback was received.

District of Metchosin:

- Draft plan went before Council November 4, 2024.
- Public feedback closed at the end of November 2024.

Town of View Royal:

- Draft plan went to Council mid-October 2024.
- Public feedback lasted four (4) weeks and the Town incorporated relevant feedback generating a revised plan.

District of Sooke:

- Draft plan is currently circulating through District staff.
- Aiming to have plan approved in early 2025.

City of Colwood:

- Plan is currently in draft format and is set to appear before Council at the January 13, 2025 meeting with a public feedback period to follow.
- Likely completion in February 2025.

5.4 Accessibility Related Projects Update

The Chair provided an overview of the City of Langford report included within the agenda and asked for updates from the partner municipalities regarding accessibility related projects. The following was provided:

Township of Esquimalt:

- SPARC BC grant application submitted for an accessible playground swing was successful and the Township is planning installation for 2025.

Town of View Royal:

- Submitted an application to the Federal Government for an accessible playground and is awaiting more information.
- Preparing for 2025 municipal budget season by including several accessibility related projects for improvements to the municipal hall, Council Chambers, and the website/communications.

District of Metchosin:

- SPARC BC grant application will be prepared for accessible parking spaces and improvements to accessing municipal buildings.

City of Langford:

- Planning to submit a SPARC BC application and is currently reviewing potential projects.

5.5 Accessibility Feedback Received

The Chair provided an overview of the accessibility feedback included in the agenda. Esquimalt noted they had received some employment related accessibility feedback that will be utilized to inform the Township's policies.

6. ADJOURNMENT

MOVED BY: Marcy Lalande

SECONDED: Deb Hopkins

The Capital West Accessibility Advisory Committee meeting adjourned at 2:15pm.

Motion CARRIED.

Presiding Council Member

Certified Correct - Corporate Officer