



Memo

TO: Capital West Accessibility Advisory Committee

FROM: Capital West Accessibility Advisory Committee Administrative Support

DATE: 2024-04-24

SUBJECT: Membership Updates

The following updates have been made to the membership of the Capital West Accessibility Advisory Committee:

December 4, 2023 – District of Metchosin

Metchosin Council passed the following resolution:

That the Council motion of August 14, 2023 be replaced with the following motion:

That the District of Metchosin participate in the joint intermunicipal Capital West Accessibility Advisory Committee;

And That the Capital West Accessibility Advisory Committee Terms of Reference be received;

And That the District of Metchosin allocate its proportionate share of operating funds for Committee expenses;

And Further That funding allocated in year one be used for the following purposes:

- 1. Assistance with the development of an accessibility plan;*
- 2. Facilitated engagement sessions on barriers faced by the public in accessing services of partner municipalities;*
- 3. Specific projects or initiatives to identify accessibility barriers, such as assessments of partner municipalities' websites, hiring practices, and main municipal hall buildings.*

December 18, 2023 – Township of Esquimalt

Esquimalt Council passed the following resolution:

That Council:

- a) rescind the Council resolution from the August 28, 2023 Council meeting as outlined in Staff Report ADM-23-047; and*
- b) authorize the municipality to participate in the joint intermunicipal Capital West Accessibility Advisory Committee; and*
- c) authorize the joint intermunicipal committee to prepare the initial accessibility plan with a focus on service delivery and employment; and*



- d) *authorize nominal annual operating funds for the joint intermunicipal staff Advisory Committee expenses; and further*
- e) *direct staff to establish an email address as a mechanism to receive public comments on accessibility matters as set out in the Accessible BC Act.*

February 2024 – District of Sooke

The position of Corporate Officer was filled by Jessica Bagnall. As a result, Sooke will now be represented by Ms. Bagnall.