



MINUTES - ACCESSIBILITY ADVISORY COMMITTEE

December 10, 2024, 4:00 P.M.

COUNCIL CHAMBERS, CITY HALL, 1 CENTENNIAL SQUARE

The City of Victoria is located on the homelands of the Songhees Nation and Xwsepsum Nation.

Meeting conducted electronically via Zoom and in-person

PRESENT

ELECTRONICALLY: S. Jennings (Chair), S. Hough (Vice Chair), L. Bartram, N. Moss, C. Marks, C. Paisley

ABSENT: P. Singh

STAFF: A. Galiev - Equity, Diversity & Inclusion Lead, S. Mackenzie – Equity, Diversity & Inclusion Coordinator, Y. Funahashi – IMPACT Associate, A. Heimburger– Legislative Coordinator

GUESTS: M. Moore – Lived Experience Consultant, R. Kenny – Assistant Director of Transportation, M. Jernslet – Transportation Coordinator

A. Call to Order

The meeting was called to order at 4:03 p.m.

B. Land Acknowledgement

Committee member N. Moss acknowledged that the City of Victoria is located on the homelands of the Songhees First Nation and Xwsepsum First Nation communities, and thanked them for allowing us to live, work and play on their lands.

C. APPROVAL OF AGENDA

Moved By S. Hough

Seconded By L. Bartram

That the agenda be approved.

CARRIED UNANIMOUSLY

Committee proceeded with Agenda Item F.1 Transportation and reordered the remainder of the agenda accordingly.

F.1 Transportation

Committee received a presentation from the Transportation Coordinator and Assistant Director of Transportation regarding the Accessible Parking Program, upcoming projects, and provided an update on the Accessibility Advisory Committee's request regarding accessible loading and parking to support access to the property located at 1600 Douglas Street (CNIB building).

Committee member C. Marks joined the meeting at 4:16 p.m.

Committee discussed the following:

1. *Importance of considering proximity to business entrances when designing curbside parking spaces*
2. *Recommendation by the committee, and Engineering Department approval in principle of the following accessible parking upgrades to improve access to the CNIB Building at 1675 Douglas Street:*
 1. *Installation of an accessible parking stall adjacent to 700 Cormorant Avenue; and*
 2. *Installation of an accessible loading zone adjacent to 1600 Douglas Street*
3. *Timeline for project approval and installation of Douglas Street and Cormorant Avenue accessible parking and loading zone stalls*
4. *Taxi access to City Hall*
 1. *Feasibility of modifying street parking stall to become a loading zone*
 2. *Currently limited access to City Hall*
5. *Solutions for legacy floating bus stops along Wharf Street and Pandora Avenue*
 1. *Potential for the Pandora Avenue/Cook Street bus stop to be incorporated with improvements to the signalization upgrades*
 2. *2026 - potential timing to determine and implement solutions to legacy floating bus stops issue during Pandora Ave bike lane extension project*
6. *Request for Transportation presentation in early 2025*
7. *City's Bike Share program*
 1. *E-bikes only*
 2. *Building equity into the proposed program to maximize access to interested participants.*
8. *Maintaining accessibility throughout construction projects*
 1. *City contacts and follow-up process*
 2. *Ensuring accessibility standards are being met*
9. *Inaccessible and/or hazardous portions of roadway in the City*
 1. *Crossfall on Fairfield Rd*
 2. *Intersection of Quadra St & Pandora Ave*
 3. *Penwell St steepness*

D. READING OF MINUTES

D.1 Minutes from the meeting held November 12, 2024

Moved By L. Bartram

Seconded By C. Marks

That the minutes from the meeting held November 12, 2024 be approved.

CARRIED UNANIMOUSLY

E. Welcome and Year-End Remarks from the Chair

The Chair acknowledged her privilege and honour at serving as the Accessibility Advisory Committee's Chair and thanked the committee for their work throughout the year.

The Vice Chair expressed her appreciation for the group's accomplishments in 2024 and her excitement for future successes in 2025.

F. NEW BUSINESS

F.2 Accessibility Assessments of City's Public Washrooms (Yoko Funahashi, IMPACT associate, Office of Equity, Diversity & Inclusion)

The IMPACT Associate with the Office of Equity, Diversity and Inclusion provided an overview of the City of Victoria's Public Washroom Accessibility Assessment Project, including the background, assessment methodology & process and general findings from project assessments.

Committee member C. Paisley left the meeting at 5:13 p.m.

Committee discussed the following:

1. *Findings & recommendations from the project*
 1. *Need for more periodic wayfinding signage to facilities*
 2. *Would like to see consistent rooftop signage on washrooms and other accessible signage*
 3. *Age of washrooms and challenges of meeting modern entry and travel width requirements*
 4. *Height of buttons and amenities, and weight of doors as significant concerns*
 5. *Safety and privacy concerns regarding layout and locations of some public washrooms*
 6. *Hygiene concerns with washrooms, including cleaning, old or rusted amenities, etc.*
 7. *Lack of automatic-opening doors and small size of washroom stalls*
2. *Next steps considering current use of washrooms*

Committee member C. Marks left the meeting at 5:31 p.m.

Committee discussed the following:

3. *Potential for Accessible washroom mapping to be available on the website and through VicMap*
 1. *Creation of a resource to relay information to stakeholders*
 2. *Desire for location of bathroom to be more precisely indicated rather than a street address or park*
4. *City's logic for closures and maintenance of washrooms*
5. *Need for consistency as accessibility improvements are implemented - beginning with wayfinding and signage*
6. *Prioritization of improvements and contribution to the City-wide washroom upgrades project*

F.3 Chair and Vice Chair updates (Suzan Jennings and Sandra Hough)

The Chair requested an update on the status of the committee and when they might expect to see new membership on the committee.

The Equity, Diversity and Inclusion Lead noted that Council intended to discuss advisory committee structure and membership in early 2025.

F.4 Community Roundtable

Committee discussed the following

1. Plans for the Accessibility Advisory Committee in 2025
 1. Involvement in the Complete Communities assessment initiative, funded by the Union of BC Municipalities to assess accessibility of the City from a data perspective

G. Next Meeting Agenda & Date

This item was not discussed.

H. Adjournment

Committee, by unanimous consent, adjourned the meeting at 5:59 p.m.