



**MINUTES – ACCESSIBILITY ADVISORY COMMITTEE**

**January 13, 2026, 4:00 P.M.**

**XWSEPSUM NATION ROOM, CITY HALL, 1 CENTENNIAL SQUARE**

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

**Meeting conducted electronically via Zoom and in-person**

**PRESENT:** D. Arafah (*Acting Chair*), S. Hough (*Joined Meeting at 4:30*), D. Monsour, N. Moss, P. Singh, T. Pokorny, C. Paisley (*Joined Meeting at 4:30*)

**ABSENT:** S. Jennings, C. Marks

**STAFF:** A. Galiev - Equity, Diversity & Inclusion Team Lead, S. MacKenzie - Equity, Diversity & Inclusion Coordinator, M. Moore - Lived Experience Consultant, Office of Equity, Diversity & Inclusion, A. Moffatt - Legislative Coordinator

**GUESTS:** H. Inglis - Urban Systems

**A. Call to Order**

The meeting was called to order at 4:08 p.m.

**B. Land Acknowledgement**

P. Singh, on behalf of the Committee, 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 and Seconded:

That the agenda be approved.

**CARRIED UNANIMOUSLY**

**D. CONSIDERATION OF MINUTES**

**D.1 Minutes from the meeting held December 9, 2025.**

Moved and Seconded:

That the minutes from the Accessibility Advisory Committee meeting held December 9, 2025 be approved.

**CARRIED UNANIMOUSLY**

**E. Welcome and Remarks from the Chair**

*There were no remarks from the chair.*

*P. Singh led the Committee through a grounding exercise.*

**F. NEW BUSINESS**

**F.1 Accessibility Assessment Funding Opportunity – Urban Matters**

*Committee discussed the following:*

- 1. Requirements, eligibility and considerations of the Age Friendly Grant*
- 2. Previous project types that this grant has supported*
- 3. Usage of the “age friendly” terminology and its connection to accessibility*
- 4. Limitations on work scope due to size of grant, and innovative use of funds including the support of the lived experience consultancy model*
- 5. Timelines and deadlines for projects, and finalizing the application idea in February*
- 6. Methods for future discussion (i.e. Google Doc)*

**F.2 Strategic Planning Discussion for 2026**

*Committee discussed the following:*

- 1. Options and opportunities to gain further insight into accessibility challenges and perspectives in the community*
- 2. Importance of inclusion in disability when acting with limited resources*
- 3. Assessment of impact, planning for 2026 and beyond, including reviewing Terms of Reference*
- 4. Including the National Accessibility Awareness Week planning in the workplan and grant application*
- 5. External facilitation of a strategic planning discussion in February*
- 6. Options of establishing a sub-committee for the purpose of strategic planning or adding informal meetings for the purpose of Age Friendly Grant brainstorming and general strategic planning*

**F.3 Chair and Vice Chair updates - Suzan Jennings and Sandra Hough**

*Committee discussed the following:*

- 1. Upcoming Welcoming City Strategy Conference to be held in March*

**F.4 Community Roundtable**

*Committee discussed the following:*

- 1. Partnering with the Garth Homer Society on an art mosaic project dedicated to accessibility. Will be showcased at City Hall.*
- 2. Having monthly field accessibility assessments to support city departments. Michael and Dana will be coordinating the assessments.*

**G. Next Meeting Agenda & Date – February 10, 2025**

**H. Adjournment**

Moved and Seconded:

That the meeting be adjourned at 6:00 p.m.

**CARRIED UNANIMOUSLY**