District of Lantzville

Agenda for the Meeting of the Accessibility Advisory Committee to be held on Tuesday, November 5, 2024, at 6:00 pm, in the Council Chamber, Municipal Hall, 2nd Floor – 7192 Lantzville Road, Lantzville, BC

Page No.

1. CALL TO ORDER

1-2 **2. ADOPTION OF THE AGENDA**

THAT the November 5, 2024, meeting agenda be adopted, as presented.

3. PUBLIC INPUT PERIOD *(Persons recognized by the Chairperson to speak must first state their name and address for the record, may speak once for up to 2 minutes (unless the Committee resolves otherwise), and are limited to providing comment regarding items listed on the Committee agenda for this meeting.* ***Comments must be directed to the Chair, are not to be directed to individual Council members, staff or the audience and must not include personnel issues.***

3-4 **4. APPROVAL OF THE MINUTES**

THAT the minutes of the September 10, 2024, Accessibility Advisory Committee meeting be approved, as presented.

5. PRESENTATIONS, DELEGATIONS, PETITIONS – Nil

6. CORRESPONDENCE – Nil

7. STATUS OF COMMITTEE RECOMMENDATIONS TO COUNCIL/ COUNCIL MOTIONS – Nil

8. UNFINISHED BUSINESS

Per the motion below from the September 19, 2024, Committee meeting, this item has been brought forward to facilitate discussion of ideas from Committee members:

"MOVED AND SECONDED THAT the Accessibility Advisory Committee, on an ongoing basis, contributes ideas of what accessibility features could be incorporated into current or future public areas in Lantzville, votes on these ideas, and eventually submits an approved list to Council with the recommendations to implement." CARRIED UNANIMOUSLY

9. NEW BUSINESS

(a) **Committee Membership Renewal for 2025 [Delcy Wells]**

The term of the existing committee members will expire on December 31, 2024. Prior to advertising for new committee members, as we do have one vacancy to fill, we wish to confirm if the current members want to renew for 2025.

If so, a motion will be taken to Council on November 20, 2024, to re-appoint the existing committee members who wish to remain to December 31, 2025.

(b) **Accessibility Recommendations for 2025 OCP Review [George Robinson]**

Director Robinson will present information to the Committee on the Official Community Plan for its consideration.

(c) **Building Accessibility Handbook [George Robinson]**

https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/construction-industry/building-codes-and-standards/guides/2020_building_accessibility_handbook.pdf

This information is provided for the reference of the Committee. Accessible spaces need to be designed by qualified individuals who have been properly trained on accessible building systems and design and who know BC Building Code requirements. The above link provides further information.

10. INTRODUCTION OF LATE ITEMS

11. PUBLIC CLARIFICATION/INPUT PERIOD (*Persons recognized by the Chairperson to speak must first state their name and address for the record, may speak once for up to 2 minutes (unless the Committee resolves otherwise), are limited to asking clarification questions or providing comment regarding business discussed by the Committee at this meeting*. ***Comments or clarification questions must be directed to the Chair, are not to be directed to individual Committee members, staff or the audience and must not include personnel issues.***

12. MOTION TO CLOSE THE MEETING TO THE PUBLIC – Nil

13. ADJOURNMENT

THAT the Accessibility Advisory Committee Meeting be adjourned.

District of Lantzville

Minutes of the Accessibility Advisory Committee held on Tuesday, September 10, 2024, at 6:00 pm, in the Council Chamber, Municipal Hall, 2nd Floor – 7192 Lantzville Road, Lantzville, BC

PRESENT:

MEMBERS: Ian Savage, Chairperson, Councillor
Christine Reynolds. Member at Large
Andrew Speirs, Member at Large
Alan Zhao, Member at Large*
**participated electronically*

ABSENT: Steve Guild, Member at Large
Alyx Lukacs, Member at Large

STAFF: Delcy Wells, Director of Corporate Administration
George Robinson, Director of Planning and Community Services

CALL TO ORDER

Councillor Savage called the meeting to order at 6:16 pm.

ADOPTION OF THE AGENDA
MOVED AND SECONDED, THAT the September 10, 2024, meeting agenda be adopted, as presented.
CARRIED UNANIMOUSLY

APPROVAL OF THE MINUTES
Please note the minutes of the July 9, 2024, meeting were provided to Council for approval at its July 10th meeting due to an urgent need to apply for a grant, which required a Council motion to support.

PRESENTATIONS, DELEGATIONS, PETITIONS – Nil

CORRESPONDENCE – Nil

STATUS OF COMMITTEE RECOMMENDATIONS TO COUNCIL/ COUNCIL MOTIONS – addressed in Unfinished Business

UNFINISHED BUSINESS

Draft accessibility plan for review
MOVED AND SECONDED, THAT the Draft Plan be finalized and adopted.
CARRIED UNANIMOUSLY

NEW BUSINESS

Initiating a process to see what accessibility features could be required in future new commercial or residential buildings or in select buildings.

Director Robinson informed the committee that there are rules in the Building Code to address accessibility features for private dwellings. For public buildings, there is more room to increase the standards. Mr. Robinson will update the committee with further information at the next meeting.

MOVED AND SECONDED THAT the Accessibility Advisory Committee recommends to Council that staff be directed to begin a process of research, including consultation with the construction industry, in order to compile a list of accessibility features which have a reasonable cost and are practical for both builders and end users, which could be requested in new commercial or residential buildings or in select new buildings; AND FURTHER THAT the Committee can contribute ideas to this list on an ongoing basis.
CARRIED UNANIMOUSLY

What accessibility features could be incorporated into current or future outdoor public areas.

Director Robinson informed the committee that the Province of BC has resource information for the committee members to generate ideas that may be incorporated at the District of Lantzville.

MOVED AND SECONDED THAT the Accessibility Advisory Committee, on an ongoing basis, contributes ideas of what accessibility features could be incorporated into current or future public areas in Lantzville, votes on these ideas, and eventually submits an approved list to Council with the recommendations to implement.
CARRIED UNANIMOUSLY

Alan Zhou got disconnected from the meeting at 6:45 pm and logged back in at 6:47 pm.

INTRODUCTION OF LATE ITEMS - Nil

PUBLIC CLARIFICATION/INPUT PERIOD (*Persons recognized by the Chairperson to speak must first state their name and address for the record, may speak once for up to 2 minutes (unless the Committee resolves otherwise), are limited to asking clarification questions or providing comment regarding business discussed by the Committee at this meeting.* ***Comments or clarification questions must be directed to the Chair, are not to be directed to individual Committee members, staff or the audience and must not include personnel issues.***

MOTION TO CLOSE THE MEETING TO THE PUBLIC – Nil

ADJOURNMENT

All business of the Committee being concluded, the Chair declared the meeting adjourned at 6:48 pm.