



**CITY OF COLWOOD
NOTICE OF
CAPITAL WEST ACCESSIBILITY ADVISORY COMMITTEE
MEETING
Wednesday, September 24, 2025 at 2:00 PM
Council Chambers
3300 Wishart Road, Colwood, BC**

Approved By: Corporate Officer

A G E N D A

“We acknowledge with respect that we are meeting on the traditional territory of the Lekwungen speaking people and we are honoured to have the opportunity to build strong working relationships with the people of the Songhees and Xwsepsum Nations.”

The meeting will stream live on our website at colwood.civicweb.net/Portal/Video.aspx

Feedback: The partner municipalities invite feedback about accessibility in their communities with information available on each of their websites. For Colwood, that contact information is as follows:

- Email: accessibility@colwood.ca
- Mail: 3300 Wishart Road, Colwood BC V9C 1R1

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

**2.1. Capital West Accessibility Advisory Committee Meeting
Agenda - September 24, 2025**

RECOMMENDATION

THAT the Agenda of the Capital West Accessibility Advisory Committee meeting of September 24, 2025 be adopted as presented.

3. ADOPTION OF MINUTES

**3.1. Minutes of the Capital West Accessibility Advisory Committee
Meeting - May 28, 2025**

RECOMMENDATION

THAT the minutes of the Capital West Accessibility Advisory Committee meeting of May 28, 2025 be adopted as presented.

[Capital West Accessibility Advisory Committee Meeting Minutes - May 28, 2025](#)

4. NEW BUSINESS

**4.1. Township of Esquimalt
Proposed Amendment to Terms of Reference**

RECOMMENDATION

That the Capital West Accessibility Advisory Committee recommends to Council that the Capital West Accessibility Advisory Committee Terms of Reference be amended by adding “7) Roundtable Discussion” to Section 5.4 and renumbering the subsequent order of business.

[Proposed Amendment to Terms of Reference](#)

[Attachment 1: Capital West Accessibility Advisory Committee Terms of Reference - Amended](#)

**4.2. City of Langford
Support for Accessible Playground - Happy Valley Elementary School**

RECOMMENDATION

THAT the Capital West Accessibility Advisory Committee prepare a letter of support for the accessible playground project at Happy Valley Elementary that can be used to accompany grant funding applications.

[Happy Valley Playground Letter of Support](#)

**4.3. City of Langford
Audio Accessibility Options for City of Langford Council Chambers**

RECOMMENDATION

THAT the Capital West Accessibility Advisory Committee recommend the Listen Auracast System (Bluetooth LE) as the preferred audio accessibility enhancement for the City of Langford Council Chambers.

[Report](#)

4.4. Membership Updates

[Municipalities may be providing a verbal update if no materials attached]

[Township of Esquimalt - Membership Update](#)

[District of Highlands - Membership Update](#)

4.5. Accessibility Feedback Received from Partner Municipalities - For Committee Information Only

[City of Colwood - Accessibility Feedback](#)

[Township of Esquimalt - Accessibility Feedback](#)

[City of Langford - Accessibility Feedback](#)

[Town of View Royal - Accessibility Feedback](#)

4.6. Webinar Opportunity

Disability Justice and Local Government: Tools for Change - September 25, 2025

Register: <https://www.eventbrite.ca/e/disability-justice-and-local-government-tools-for-change-tickets-1501880056679>

5. ADJOURNMENT

All recommendations as presented are for discussion purposes only, and should not be considered as the opinion or direction of council.

This Notice is posted in accordance with "Council Procedure Bylaw No. 1890, 2021" and the *Community Charter*.