

<i>COUNCIL AGENDA</i>	
Date: <u>December 15, 2025</u>	Item: <u>9.7.</u>



**DISTRICT OF WEST VANCOUVER**  
750 17TH STREET, WEST VANCOUVER BC V7V 3T3

## COUNCIL REPORT

Date:	December 1, 2025
From:	Riley McLeod, Community Planner
Subject:	North Shore Accessibility Advisory Committee: 2025 Annual Report
File:	2515.01

**RECOMMENDATION**

THAT the North Shore Accessibility Advisory Committee “Review of 2025 Activities” included in the *NSAAC 2025 Activities, 2026 Annual Work Plan and Budget* attached as **Appendix A**, to the report from the Community Planner dated December 1, 2025, be received for information.

**RECOMMENDATION**

THAT the North Shore Accessibility Advisory Committee “2026 Work Plan” included in the *NSAAC 2025 Activities, 2026 Annual Work Plan and Budget* attached as **Appendix A**, to the report from the Community Planner dated December 1, 2025, be endorsed.

**RECOMMENDATION**

THAT a budget allocation of a one-third share (\$5,133.33) of the North Shore Accessibility Advisory Committee’s total budget (\$15,400), as outlined in “2026 Budget Allocation” included in the *NSAAC 2025 Activities, 2026 Annual Work Plan and Budget* attached as **Appendix A**, to the report from the Community Planner dated December 1, 2025, be approved using existing funds within the Grants in Aid budget.

**1.0 Purpose**

The purpose of this report is to provide an overview of District activities reviewed by the North Shore Accessibility Advisory Committee (NSAAC) and outline the annual work plan and budget allocation request to Council for the upcoming year.

**2.0 Legislation/Bylaw/Policy**

The Accessible British Columbia Act (ABCA) requires that all Local Governments have an accessibility committee, an accessibility plan, and a tool to receive public feedback on accessibility matters.

Corporate Policy, General Council Committees Procedure 0145, 4.16.2 stipulates that, on an annual basis, committees will submit a report

summarizing its activities of the past year and its proposed annual work plan for the upcoming year.

The NSAAC's Terms of Reference provides that, on an annual basis, a review of its activities for the previous year, and a proposed work plan and budget allocation request for the upcoming year will be submitted.

### **3.0 Council Strategic Objective(s)/Official Community Plan**

The contributions of the NSAAC support the implementation of approximately 30 Official Community Plan policies that specifically recognize the value of supporting and advancing District-wide accessibility, as summarized below:

- Provide accessible and adaptable housing (2.1.20);
- Enhance safety and expand accessible connectivity of the transportation network for all users (2.4.2 – 2.4.20);
- Optimize usage of District parks and open spaces through universal accessibility design principles (2.7.1 – 2.7.17); and
- Improve universal access to public spaces, facilities, programs and services to enable barrier-free participation inclusive of all ages and abilities (2.8.2 – 2.9.13).

### **4.0 Financial Implications**

The committee is funded equally by the three North Shore municipalities. The District allocates funding for NSAAC through the Council grants section of the Grants in Aid budget. This budget includes funding the District's one-third share (\$5,133.33) of the NSAAC's total budget.

While the 2026 total budget is currently set at \$15,400, some increases are expected to support the accessibility requirements of committee members and for additional recruitment. The District's proportional share of any such additional costs would be addressed at a future date.

### **5.0 Background**

In accordance with its Terms of Reference, an annual work plan, budget request and review of completed work is submitted to the three North Shore municipal Councils for consideration.

#### **5.1 Previous Decisions**

Council, at its January 15, 2024, regular meeting, passed the following resolutions:

*THAT*

1. *The 2024 North Shore Advisory Committee on Disability Issues work plan, as described in the report from the North Shore Advisory Committee on Disability Issues dated November 2023, be approved;*
2. *The North Shore Advisory Committee on Disability Issues budget request be considered as part of the 2024 municipal budget process; and*
3. *The North Shore Advisory Committee on Disability Issues continue its work as outlined in the terms of Reference and the attached 2024 work plan.*

Council, at its February 10, 2025, regular meeting, passed the following resolutions:

*THAT*

1. *The North Shore Advisory Committee on Disability Issues review of 2024 Committee Activities, attached as Appendix A to the January 15, 2025 report from the Community Planner, be received for information;*
2. *The North Shore Accessibility Advisory Committee proposed 2025 Annual Work Plan, attached as Appendix A to the January 15, 2025 report from the Community Planner, be endorsed; and*
3. *a budget allocation of a one-third share (\$5,133.33) of the North Shore Accessibility Advisory Committee's total budget (\$15,400), attached as Appendix A to the January 15, 2025 report from the Community Planner, be approved using existing funds within the Grants in Aid budget.*

## 5.2 History

The District has resourced a tri-municipal, Council-appointed committee related to accessibility for over thirty years, as a commitment to consult with local expertise in supporting and advancing accessibility.

The committee regularly assesses early designs for capital works projects to identify and remove barriers to accessibility by adding lived experience insights and encourages North Shore-wide collaboration and consistency.

An associated annual budget has historically been shared equally between the District of West Vancouver, the City of North Vancouver, and the District of North Vancouver.

## 6.0 Analysis

### 6.1 Discussion

In early 2025 a tri-municipal recruitment approach concluded that encouraged cross-disability, advocacy, Indigenous and balanced geographical representation. Following this, the committee (which now also includes people from disability-servicing organizations) convened in May 2025.

A review of activities that have advanced District-wide accessibility in 2025 is included in **Appendix A** (endorsed by the committee on October 30,

2025). A notable accomplishment in 2025 was broadening community awareness and education of accessibility through National AccessAbility Week. Building on previous year's successes, a variety of initiatives and events were hosted during the week-long opportunity to celebrate Canadians with disabilities and raise awareness of the need for accessibility and inclusion in our community.

Promotion included District-wide outreach of unique communications materials including a social media campaign. Events were hosted across various District facilities and included a children's "words matter" story-time, accessible yoga, all bodies Zumba, a "pop-up" information and resource booth, and more.

Other notable accomplishments were brought to the committee in a "Year in Review" presentation facilitated by District staff from planning, engineering, parks, emergency services, and the West Vancouver Memorial Library (WVML). Key District initiatives presented by the parks department included the installation of accessible washroom facilities and track at *Place for Sport*, rubber surfacing and an accessible "we-go-round" play piece at *Ambleside Park*, and a new sensory park called "*Tranquility Park*". Additionally, the engineering department presented on the progress of their work to-date on creating a sidewalk inventory and prioritization matrix, and updates to asset mapping with the inclusion of accessible parking spaces, sidewalks, and bike route information.

## 6.2 Climate Change & Sustainability

The contributions of the NSAAC to accessibility and inclusion across the North Shore are integral to the District's commitment to social sustainability.

## 6.3 Public Engagement and Outreach

N/A

## 6.4 Other Communication, Consultation, and Research

N/A

# 7.0 Options

## 7.1 Recommended Option

At the time of consideration of this report, Council may:

- a) Receive this report for information; endorse the 2026 work plan; and approve the 2026 budget allocation request.


## 7.2 Considered Options

- b) Request further information.
- c) Provide alternative direction (to be specified).

## 8.0 Conclusion

Endorsement of the NSAAC 2026 work plan and approval of the budget allocation request ensures that the NSAAC continues to shape community-wide advancements in accessibility.

Author:   
\_\_\_\_\_  
Riley McLeod, Community Planner

Concurrence   
\_\_\_\_\_  
David Hawkins, Senior Manager, Community Planning and Sustainability

Appendix A – NSAAC 2025 Activities, 2026 Annual Work Plan and Budget

**This page intentionally left blank**

**This page intentionally left blank**

# North Shore Accessibility Advisory Committee 2025 Activities, 2026 Annual Work Plan and Budget

## Review of 2025 Activities

### Tri Municipal Accomplishments

- A new committee was formed based on the Terms of Reference (ToR) adopted by all three municipal Councils in November 2024.
- Committee members participated in a comprehensive orientation session designed to gain understanding of the responsibilities and expectations of serving on a community advisory committee. The session covered an introduction to the committee’s membership roles, procedures, and historical background, as well as its relationship with the three municipalities.
- Members received a briefing by the Corporate Officer on the role of advisory committees to Council, and meeting governance in accordance with the Roberts rules of order and Terms of Reference.
- Members provided feedback on accessible emergency management procedures, led by North Shore Emergency Management (NSEM) office, in collaboration with liaisons from all three municipalities.

### District of West Vancouver Activities

#### Education and Awareness: National AccessAbility Week

- Committee members provided input on the initiatives and events hosted during the week-long opportunity to celebrate Canadians with disabilities and raise awareness of the need for accessibility and inclusion in our communities.
- Promotion included District-wide outreach of unique communications materials including a social media campaign.
- Events were hosted across various District facilities and included a children’s “words matter” story-time, all-bodies zumba, accessible yoga, an information booth, and a library display featuring authors with disabilities and literature on accessibility



### “Year in Review” Presentation

- Members provided feedback on projects and activities completed in 2025 by District of West Vancouver staff from various departments:
  - Planning: Coordination of National AccessAbility Week with Community Services and the Library; and maintaining the Accessibility Feedback Portal.
  - Parks: Installation of accessible washroom facilities and track at *Place for Sport*; rubber surfacing and “we-go-round” play piece, and Tranquility Park.
  - Engineering: Incorporation of accessibility best practices into roads and transportation projects; creating sidewalk inventory and prioritization matrix; and asset map updates with accessible parking space, sidewalk and bike route information.
  - Emergency Services: Upgrades to Police and Fire washroom facilities.
  - WVML: Vertical lift installation; SPARC BC audits; updates to staff and public surveys with questions on accessibility; braille added to washroom exterior signage; trials of hybrid programming, and internal review of evacuation procedures with accessibility lens.
- Feedback included comments about maintaining accessibility during construction, considerations for accessible seating in parks, and support for hybrid programming and services.

### **District of North Vancouver & City of North Vancouver Activities**

In addition to the Committee’s contributions to District initiatives, this tri-municipal committee also advised on several items brought forward by the District of North Vancouver and the City of North Vancouver.

### **2026 Work Plan**

In accordance with the *Accessible British Columbia Act*, the three municipalities will continue their commitment to engaging its key accessibility stakeholder(s) (e.g., North Shore Accessibility Advisory Committee) in identifying and reducing barriers to accessibility for anyone in or interacting with the municipality. Most impactful areas of community-wide benefit are outlined below:

1. Updating and/or monitoring Accessibility Plans, including integration of public feedback.
2. Review projects and initiatives referred to the committee that contribute to the implementation of Accessibility Plans.
3. Progress updates on implementing Accessibility Plans.
4. Education and awareness through National AccessAbility Week.

## **2026 Budget Allocation**

General Expenses (including but not limited to)	Total
Volunteer participation expenses, catering, advertising, etc.	\$15,400

**This page intentionally left blank**

**This page intentionally left blank**