

MINUTES
ACCESSIBILITY AND DIVERSITY, EQUITY AND INCLUSION ADVISORY COMMITTEE
Held at Saanich Municipal Hall, Committee Room 2 and via MS Teams
770 Vernon Avenue
October 1, 2025, at 5:00 PM

ROLL CALL

In Attendance:	Councillor Teale Phelps Bondaroff (Chair), Sierra Irving (via Teams, 6:00 p.m.), Laurie-Anne Keith, Tony Kiyak (via Teams), Susan Mader (via Teams), Swapna Mazumder (via Teams), Caroline Quan (via Teams), and Rishi Sharma (via Teams)
Regrets	Sean Dhillon, Marjan Etemadi-Shad and Manjit Bains
Staff:	Cristina Caravaca, Senior Manager of Community Services; Carroll Porter, Senior Manager of Human Resources, Dale Samsonoff, HR Manager, Planning & Programs; Tami Gill, Planner, Planning Department; Mais Hajaj, HR Consultant – Accessibility, Diversity, Equity and Inclusion; and Sharon Froud, Deputy Corporate Officer
Guests:	Marco Pasqua and Karin Pasqua, Meaningful Access Consulting and Noah Senecal-Junkeer, Easy Surf Consulting

APPROVAL OF AGENDA

MOVED by L. Keith and Seconded by S. Irving: “That the agenda be amended to add the Quadra McKenzie Plan as Item 2 and to reorder the remaining items accordingly.”

RESULT: Carried 8 TO 0

IN FAVOUR: Phelps Bondaroff, Keith, Mader, Kiyak, Irving, Mazumder, Quan, Sharma

OPPOSED: None

COMMITTEE BUSINESS ITEMS

CHAIR’S REMARKS

The Chair provided the following updates:

- Union of British Columbia Municipalities (UBCM) Convention: The “Rick Hansen Accessibility Certification in BC Buildings” resolution was adopted. It will be included in the UBCM advocacy document to the Province, and the Chair will provide an update to the Committee once a response is received. The convention concluded before the “Adopting European Elevator Standards to Improve Accessibility and Affordability” resolution was considered.
- Access to Family Doctors: The Chair provided a brief update on local advocacy efforts, including the formation of an ad hoc committee to encourage residents to sign up on HealthLink BC and ongoing advocacy for new clinics in Saanich.
- Committee Recognition Event: Scheduled for November 20, 2025; the event will celebrate volunteer contributions across all advisory bodies.
- Committee Appointments: Recruitment for 2026 advisory committees closes October 31, 2025. The process has been simplified; incumbent members need only indicate their interest in reappointment.
- Menstrual Equity: An ad hoc committee has designed a survey to be circulated to council members and staff across B.C. municipalities.

QUADRA MCKENZIE PLAN UPDATE

The Planner provided an overview of the revised draft Quadra McKenzie Plan (Phase 4) (PowerPoint on file). The following was noted in response to questions and during committee discussion:

- Questions were raised on the potential impacts to single-family homes and group homes; staff clarified that change is long-term and market-led (property-owner initiated), with future zoning implementation guided by Council direction;
- Members requested time to review the revised materials and to consider the plan through an accessibility lens.
- Members asked about opportunities for stakeholder meetings; staff invited direct contact at QMP@saanich.ca or tami.gill@saanich.ca and noted feedback received by October 5, 2025, will be included in analysis; additional public input to Mayor and Council remains available.

Follow-up and next steps:

- Committee members to review the revised draft plan and complete the survey by October 5, 2025.
- The Committee will consider a motion at the next meeting regarding the Quadra McKenzie Plan.
- Members were encouraged to submit any detailed accessibility-focused feedback to the Planner and copy the Chair.

ACCESSIBILITY GUIDELINES

The consultants provided a presentation (PowerPoint on file) on the draft Accessibility Design Guidelines being developed for Saanich. The following was noted in response to questions and during committee discussion:

- Suggestions included sharing of the accessibility guidelines; the intent was for an internal focus but this can be explored. The consultants indicated their consent with sharing of the guidelines.
- Training would be particularly relevant for areas that are engaging with the community and utilizing social media.
- The feedback mechanism is through a dedicated email account.

MOVED by L. Keith and Seconded by S. Mader: “That the Accessibility Guidelines be received and endorsed.”

RESULT: Carried 8 TO 0

IN FAVOUR: Phelps Bondaroff, Keith, Mader. Kiyak, Irving, Mazumder, Quan, Sharma

OPPOSED: None

SUNFLOWER CAMPAIGN – FOLLOW-UP TO SEPTEMBER 3 MEETING

The Committee considered a draft report recommending that Saanich join the Hidden Disabilities Sunflower Campaign and request staff to take the necessary steps to distribute Sunflower materials in District facilities and incorporate training into staff development programs. The following was noted in response to questions and during committee discussion:

- Members reviewed the background report prepared by the Chair, summarizing the Sunflower Campaign program and its adoption in Canadian municipalities.
- The presentation by Clare Kumar, representative, at the previous meeting provided valuable insight into training requirements, program costs, and community benefits.
- Members discussed a potential phased implementation, beginning with a pilot at one or two recreation centres to gauge uptake and refine staff training.
- The Senior Manager of Community Services confirmed that Parks and Recreation staff are supportive of piloting the initiative and will assist with logistics if endorsed by Council.

MOVED by L. Keith and Seconded by R. Sharma: “That the Accessibility, Diversity, Equity and Inclusion Advisory Committee recommend that Council direct staff to have the District of Saanich join the Hidden Disabilities Sunflower Campaign.”

RESULT: Carried 8 TO 0

IN FAVOUR: Phelps Bondaroff, Keith, Mader. Kiyak, Irving, Mazumder, Quan, Sharma

OPPOSED: None

ADJOURNMENT

On a motion from L. Keith the meeting adjourned at 7:00 p.m.

NEXT MEETING

The next meeting is scheduled for November 5, 2025, at 5:00 p.m.

CHAIR

I hereby certify these Minutes are accurate.

DEPUTY CORPORATE OFFICER