

2025 Work Plan

ACCESSIBILITY ADVISORY COMMITTEE

Mandate

The Committee's role is to:

1. assist the City in identifying accessibility and inclusion barriers that City staff and community members experience or may experience in the course of interacting with the City in the following areas:
 - Employment, • Delivery of Service, • The Built Environment, • Information and Communications, • Transportation, and • Procurement;
2. advise the City on how to remove and prevent barrier to individuals in or interacting with the City;
3. advise on development of an organizational accessibility plan;
4. develop a process or mechanism for receiving comments from the public on the City's accessibility plan; barriers to individuals in or interacting with the City;
5. undertake a review of the accessibility plan at least once every 3 years and recommend to City Council any changes or updates required.

The Committee will undertake its work in accordance with the requirements of Part 3 of Accessible British Columbia Act.

Objectives

Objective 1: **Develop an Accessibility Strategy**

Review the key content areas. Literature research and review. Based in part on the information from the audit and survey.

Objective 2: **Create a mechanism by which the public can provide feedback.**

Explore ways that feedback can be submitted.

Objective 3: **Education**

Explore ways to educate the public on topics of accessibility and inclusion; and the work being completed by the Accessibility Advisory Committee.

Objective 4: **Advocacy**

Advocate on behalf of our community for improved accessibility housing. Big difference between adaptable and accessible apartments.

Objective 5: **Indigenous Consultation**

Create a task group to gain input and feedback on the committee's work.

Objective 6: **Communication Strategy**

Develop a communication strategy to promote the work of the committee

Action Plan

Action Items	Timeline	Responsibility	Expected Outcomes	Resources
Identify specific action items integral to the stated objective (add or delete objectives or rows as needed).	Identify estimated timeline and/or end date for action items.	Identify working groups, subcommittees, and/or committee member(s) responsible for completing each action item, as appropriate.	Outline expected achievements and deliverables from each action item. Ideally, these are measurable indicators of success.	Identify any resources (e.g. staff liaison, City staff other than staff liaison, City funds) that will be needed in order to complete the action items. <i>(see excerpts from TOR below)</i>
Objective 1 Develop an Accessibility Strategy				
A. Request for Proposals	April 2025	Staff	Select a preferred proponent to work with committee to create strategy	Province, other municipalities, SparcBC
B. Work with proponent to create a draft strategy	October 2025	AAC, staff	Strategy with implementation framework and associated costs	
C. Present draft strategy to Council	November			
D. Present draft strategy to public				
Objective 2: Public Feedback				
A. Create an email and written feedback mechanisms.	April	Committee, Staff, IT	One email address and a template for written feedback.	IT, communication team
B.				
C.				
Objective 3: Education				
A. Participate in a variety of events to help educate the public	Full year	Committee	Committee members sign up to help educate the public at a variety of events throughout the year.	Earth Day, Community Day, Pop up and Play, Magic of Christmas, AccessAbility Week May 25 – 31 etc
B.				
C.				
Objective 4: Advocacy				
A. Accessible vs Adaptable housing		Task group	Increase the % of accessible housing vs adaptable	
B. Encourage rentals to people with disability.		Task group		
C.				
D.				

Action Items	Timeline	Responsibility	Expected Outcomes	Resources
Identify specific action items integral to the stated objective (add or delete objectives or rows as needed).	Identify estimated timeline and/or end date for action items.	Identify working groups, subcommittees, and/or committee member(s) responsible for completing each action item, as appropriate.	Outline expected achievements and deliverables from each action item. Ideally, these are measurable indicators of success.	Identify any resources (e.g. staff liaison, City staff other than staff liaison, City funds) that will be needed in order to complete the action items. <i>(see excerpts from TOR below)</i>
Objective 5: Indigenous Consultation				
A. AAC to set clear expectations of needs for the task group	April meeting	Committee Member Sugars	Gain clear “asks” from the committee for the task group to work on.	Provincial legislation 6 principles
B.				
C.				
Objective 6: Communication Strategy				
A. Create a flyer to promote Accessibility in Langley City	May	Task group, staff	Hand out to be used at Events	Communications
B.				
C.				

Per each committee/task group’s Terms of Reference (TOR):
The committee or task group may undertake multiple initiatives; however, if staff resources are required, the advisory body shall undertake only one initiative at a time.
The committee or task group does not have the authority to give direction to staff or to commit to expenditure of funds.
Action recommended by the committee or task group must be done by resolution to City Council and with their approval prior to implementation.