

**Access and Inclusion Advisory Committee Meeting
Minutes**

December 18, 2024, 4:00 p.m.

District Office, 1 Mackenzie Boulevard

Zoom: <https://zoom.us/j/93635016031?pwd=RmxjRVBBWGt2SnBGT1hwVnZ4OGlRQT09>

Phone: 1-855-703-8985 (Toll-free)

Meeting ID: 936 3501 6031 Passcode: 939381

Committee Present: Chair E. Blackburn, C. Carter, K. Grywinski, D. Schindler, A. Coates,
 Councillor P. Kylo

Staff Present: Director of Corporate Services E. Kaehn, Legislative Clerk/Executive
 Assistant, C. Smith

1. CALL TO ORDER

 CALLED TO ORDER AT 4:00pm.

Chair Blackburn acknowledged the land on which we gather is within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band.

2. ADOPTION OF MINUTES

 2.1 AIAC Committee Meeting - October 02, 2024

 The minutes from the AIAC Meeting held October 2, 2024, were adopted as presented.

3. ADOPTION OF AGENDA

Resolution: AIAC-45

Moved by: K. Grywinski

 THAT the Agenda be adopted as presented.

CARRIED

4. REPORTS AND DISCUSSION TOPICS

 4.1 Welcome Councillor Peter Kylo

 Chair Blackburn welcomed Councillor Peter Kylo, alternate liaison for the Access and Inclusion Advisory Committee.

 4.2 Committee Appointments for 2025

 Director of Corporate Services, Emily Kaehn, provided an update on applications for two committee member volunteer positions. There have been no applications submitted. The application notice will be reposted in January 2025. Members

Cassandra Carter, and David Schindler, are able to apply for another term, and can serve as members on the committee for 6 consecutive years.

Chair Blackburn noted that only one AIAC meeting had public attendance and suggested advertising on the radio or in the Macktown Buzzette so community members can attend meetings to promote more engagement.

The committee discussed focusing on "non-physical strategy" for the new year.

4.3 Tips of the Week for Review

Cassandra Carter shared two documents with the committee, "Accessible Community; Invite Everyone to the Party" and "Barrier-free Entrances" to be shared on the AIAC webpage.

Amy Coates suggested the black font be changed to white for easier reading. After changes have been made, staff will post Tips of the Week every Tuesday beginning in January.

The committee discussed recording Tips of the Week for radio play. Cassandra Carter has already been in contact with CHMM.

4.4 Update - Recycling

Cassandra Carter met with Chris Calder, Chief Administrative Officer, for Regional District of Fraser-Fort George, and Laura Zapotichny, General Manager of Environmental Services for Regional District of Fraser-Fort George regarding the accessibility for recycling. Since recycling bins have been moved to transfer station, and local residential curbside pickup is no longer available, there has been an increase in garbage. Cassandra explained that the community can apply for grants to sponsor a recycling service such as Green Phoenix - by having a sponsored program, RecycleBC will allow for residential curbside pickup.

4.5 Update - Washroom Inspection Report

Chair Blackburn provided a working draft for committee members. Once complete the report will be submitted to Council.

4.6 Update - Prince George Surgical Centre

A visit to the Prince George Surgical Centre took place on October 31. Automatic door openers have been installed. However, the washrooms are still not accessible and need to be addressed.

The Committee is advocating alongside Northern Health Authority and Doctors for improved services for helping people get to Prince George and the services that are available.

4.7 Provincial Election

Kimberly Grywinski provided feedback for the 2024 Provincial Election. Kimberly said the set up was great, however more signage could have been utilized for residents who may need help.

Feedback was also provided for the Municipal By-Election held November 2024. Kimberly pointed out the height of the voting machine is difficult for users in wheelchairs. The flow of the room was also difficult to navigate. Other areas for improvement included using a larger font size for the ballots, and to better advertise that there is available help, as well as options like mail in ballots and curbside voting available to residents.

4.8 Business Façade Improvement Program

Staff provided committee members with an update that there is \$15,000 left in available funding for the Business Façade Improvement Program.

4.9 Rick Hansen Foundation - Training

Amy Coates will be enrolled for the Rick Hansen Foundation training.

4.10 Live It For A Minute

The Committee will discuss bringing "Live It For A Minute" to the Recreation Centre and Schools.

4.11 Sound System In Recreation Centre For Public Meetings

The Committee made a motion that Council to look at improvements and seek out funding for public meetings held at the Mackenzie Recreation Centre. Recommendations for improvement include better sound availability, a hearing loop system, livestreaming with closed captions, as well as a platform stage.

Resolution: AIAC-46

Moved by: Chair Blackburn

THAT the Access and Inclusion Advisory Committee recommends Council look into funding for accessibility improvements for public meetings held at the Mackenzie Recreation Centre.

CARRIED

4.12 Sparc BC Funding

Emily Kaehn, Director of Corporate Services shared that the District does have a project in mind with respect to improving the District website and accessible communications in general. The Committee indicated that a Mobi-Mat at the beach would be another project they would support.

5. **NEXT MEETING DATE**

February 19, 2025.

6. **ADJOURNMENT**

Resolution: AIAC-47

Moved by: D. Schindler
THAT the meeting be adjourned at 5:04 pm

CARRIED

Chair

Corporate Officer