



Access and Inclusion Advisory Committee Meeting Minutes

October 2, 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, A. Coates

Committee Absent: K. Grywinski, D. Schindler

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 Meeting - July 17, 2024

The minutes from the AIAC Meeting held July 17, 2024 were adopted as presented.

3. **ADOPTION OF AGENDA**

Resolution: AIAC-43

Moved by: C. Carter

THAT the Agenda be adopted as presented.

CARRIED

4. **REPORTS AND DISCUSSION TOPICS**

4.1 Committee Membership Terms

Chair Blackburn asked about the Committee member terms. Two members of the committee's terms come to an end December 31, 2024. A vacancy is currently posted for Alice Pritchett's resignation.

4.2 Walk and Roll of District Outhouses

Chair Blackburn discussed the Committee's plans to conduct an audit of all District-owned public washrooms and present a report of their findings.

4.3 Connection Fair Feedback

The Committee debriefed about the Connection Fair booth hosted by the Committee. Overall, positive feedback was received from both young and older residents - especially the interactive portions. The "fatigue display" was well received. A member of recreation staff indicated they would like to speak to Director Gilmer about a presentation to Recreation Centre employees. There were young teens that asked if it would be brought to elementary school.

4.4 Rick Hansen Course

Chair Blackburn asked if new Committee member, Amy Coates, could be signed up for the Rick Hansen Online Training Course and staff said they would make these arrangements.

4.5 Quarterly Report Due

The Committee will provide Chair Blackburn with their activity report and she will submit the quarterly report for the upcoming Council agenda.

4.6 Accessibility Tip of the Week Postings

Staff have drafted the posts and will bring them to the next meeting for approval. Then arrangements will be made to add the tips to the District website, Facebook, and the radio.

4.7 Website Update

The Committee mentions that there are links broken on the website and a website update is necessary for improved accessibility features. Staff are looking for funding to include a website update in the 2025 workplan.

4.8 Recycling Connection

Cassandra Carter reached out to Chris Calder from the Regional District of Fraser-Fort George to discuss the accessibility of recycling now that the bins have been moved to the transfer station site.

4.9 District Website Shout Outs for Sharing on Facebook using A&I Frame

The Committee is encouraging the District to do shout-outs on the website and facebook about successful Accessibility and Inclusion projects completed.

4.10 Accessible Meetings Venue - Update

The Committee discussed creating a brochure to help advertise accessible services people may not know are available in the community.

4.11 Northern Roots Agricultural Symposium

The Committee discussed hosting a booth at the upcoming Northern Roots Agricultural Symposium.

5. **NEXT MEETING DATE**

TBD

6. **ADJOURNMENT**

Resolution: AIAC-44

Moved by: C. Carter

THAT the meeting be adjourned

CARRIED

Chair

Corporate Officer