



The **Minutes** of the **Accessibility, Inclusion and Diversity Committee** meeting held in the ROTARY ROOM, BOSWYK SENIORS ACTIVITY CENTRE, 7682 Grand St, Mission on Wednesday, February 19, 2025 at 6:30 pm.

Members Present: Ken Herar, Councillor, Alternate Chair
Will Giesbrecht
Dawn Hein
Krystina Hetherington
Nicole Israelov
Wendy Jones
Jean-Pierre Maher
Darcy Sleevea
Fiona Whittington-Walsh

Members Absent Angel Elias, Councillor
Carol Hamilton, Councillor
Elizabeth Birak
Janis McNabb
Marco Palmeri

Others Present: Barclay Pitkethly, Deputy Chief Administrative Officer
Jennifer Russell, Corporate Officer
Nicole Philippon, Administrative Assistant

1. CALL TO ORDER

The Chair called the meeting to order at 6:35 pm.

2. ADOPTION OF AGENDA

Moved and seconded,

That the agenda of the Accessibility, Inclusion and Diversity Committee meeting of February 19, 2025 be approved.

CARRIED

3. MINUTES FOR APPROVAL

Moved and seconded,

That the minutes of the Accessibility, Inclusion and Diversity Committee meeting of January 15, 2025 be approved as circulated.

CARRIED

4. NEW BUSINESS

a) Finalizing the Draft Accessibility Plan

The Deputy Chief Administrative Officer presented the Committee with the draft Accessibility Plan that incorporated changes made from the January meeting. A roundtable discussion ensued where members provided further feedback and amendments.

Moved and Seconded,

That the draft Accessibility Plan, as amended, be forwarded to Council for consideration of approval.

CARRIED

Moved and Seconded,

That Council authorize staff to proceed with Action item #1 of the Accessibility Plan:

Ensure all City of Mission buildings and facilities are accessible by conducting a building and facilities audit.

CARRIED

b) Mechanism to Report Accessibility Barriers

The Deputy Chief Administrative Officer presented examples of public feedback forms used by other organizations. The committee engaged in a discussion, sharing their thoughts on the features they found effective and providing input on what they would like to see included in the City's feedback process. Suggestions included an online form with the ability to upload photos, thoughtfully crafted questions, a dedicated and easily accessible webpage housing the form along with contact information (phone and email), and the use of QR codes in City facilities to direct users to the online form.

5. NEXT MEETING

The next meeting will be held on **March 19, 2025 at 6:30 pm.**

6. ADJOURNMENT

Moved and seconded,

That the meeting be adjourned.

CARRIED

The meeting adjourned at 7:35 pm.