



Making a difference...together

ACCESSIBILITY ADVISORY COMMITTEE

Notice of Meeting on **Tuesday, January 21, 2025, at 1:00 pm**
Boardroom, 6th Floor, 625 Fisgard Street, Victoria, BC

Meeting to be conducted electronically and in-person.

T. Bolt	J. Briante	P. Danforth	M. Essery
L. Hube	Z. Lundrie	B. Manning-Jones	J. Parr
G. Robinson	E. Syring	R. Welland	M. Little (GC Liaison)

1. Territorial Acknowledgement

2. Election of Chair

3. Election of Vice Chair

4. Approval of Agenda

Recommendation: That the agenda for the January 21, 2025 Accessibility Advisory Committee meeting be approved.

5. Adoption of Minutes

Recommendation: That the minutes of the Accessibility Advisory Committee meeting of November 19, 2024 be adopted as circulated.

6. Chairs Remarks

7. Presentations/Delegations

8. Committee Business

8.1 Introductions

8.2 Orientation and Terms of Reference (*item to follow meeting for new participants and previous members wanting a refresher*)

8.3 Accessibility Plan

8.3.1 Plan Overview

8.3.2 CRD Website Project Update

9. Notices of Motion
10. New Business
11. Adjournment

Next meeting: Tuesday, March 18, 2025 at 1:00 pm.

To ensure quorum, please advise Jessica Dorman (jdorman@crd.bc.ca) if you cannot attend.



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Minutes of the Accessibility Advisory Committee meeting, held on November 19, 2024 at 1:00 pm, 6th Floor Boardroom, 625 Fisgard Street, Victoria BC

PRESENT:

Committee Members: P. Danforth (Chair), T. Bolt (Vice Chair), J. Briante (EP), M. Essery (1:39 pm) (EP), G. Robinson (EP), E. Syring (EP), R. Welland, M. Little (GC Liaison)

Staff: C. Hauff, Senior Manager, Technology and Digital Transformation; C. Neilson, Senior Manager, Human Resources & Corporate Safety; A. Ali, Manager, Equity, Diversity, Inclusion and Accessibility, Human Resources & Corporate Safety; S. Cole, Equity, Diversity, Inclusion and Accessibility Specialist, Human Resources & Corporate Safety; R. Cheney, Audio/Video Systems Analyst, Technology and Digital Transformation; J. Dorman, Committee Clerk (Recorder)

EP – Electronic Participation

Regrets: J. Parr, P. Pokorny

The meeting was called to order at 1:05 pm.

1. Territorial Acknowledgement

Chair Danforth provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by M. Little, SECONDED by R. Welland,
That the agenda for the November 19, 2024 Accessibility Advisory
Committee meeting be approved.
CARRIED**

3. Adoption of Minutes

**MOVED by T. Bolt, SECONDED by R. Welland,
That the minutes of the Accessibility Advisory Committee meeting
of September 17, 2024 be adopted as circulated.
CARRIED**

4. Chairs Remarks

Chair Danforth spoke about the BC Indigenous Disability & Wellness Gathering and the International Day of Persons with Disabilities.

5. Presentations/Delegations

There were no presentations or delegations.

6. Committee Business

6.1. Committee Introduction: CRD Equality, Diversity, Inclusion & Accessibility Specialist

A. Ali and S. Cole presented Item 6.1. for information

6.2. Accessibility Advisory Committee 2025 Membership Update

C. Neilson presented Item 6.2. for information.

Discussion ensued on the applications received and process for approval of future members.

6.2.1. AAC Call For Expressions of Interest

C. Neilson presented Item 6.2.1. for information.

6.3. CRD Accessibility Plan

S. Cole presented Item 6.3.1. for information.

6.3.1. Action Item 3a-4: Establish a catalogue of assistive devices for CRD staff, and purchase inventories for use

S. Cole presented Item 6.3.1. for information.

Discussion ensued on the future consultation with local organizations and community groups.

6.4. Summary of Accessibility Training Recommendations

A. Ali presented Item 6.4. for information.

7. Notices of Motion

There were no notice(s) of motion.

8. New Business

8.1 Space Planning

C. Neilson provided an update on the augmentation of the boardroom and electronic meetings in the future.

9. Adjournment

**MOVED by T. Bolt, SECONDED by R. Welland,
That the November 19, 2024 Accessibility Advisory Committee
meeting be adjourned at 2:04 pm.
CARRIED**

Chair

Committee Clerk