

## **Access and Inclusion Advisory Committee Meeting**

### **Minutes**

**April 11, 2023, 9:00 a.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, D. Schindler, A. Pek, K. Grywinski

Staff Present:            Councillor R. McMeeken, Director of Corporate Services E. Kaehn,  
Economic Development Clerk R. Dumoulin

Visitors Present:        C. Smirle - Legislative Clerk/Executive Assistant

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#### **1.     CALL TO ORDER**

CALLED TO ORDER AT 1:10 pm.

*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 - January 17, 2023

The meeting minutes from January 17, 2023 were adopted as presented.

2.2     AIAC Committee Meeting - February 7, 2023

The meeting minutes from February 7, 2023 were adopted as presented.

2.3     AIAC Committee Meeting - March 15, 2023

The meeting minutes from March 15, 2023 were adopted as presented.

#### **3.     ADOPTION OF AGENDA**

**Moved by:** D. Schindler

THAT the Agenda be adopted as presented.

**CARRIED**

4. **CORRESPONDENCE**

N/A

5. **REPORTS AND DISCUSSION TOPICS**

5.1 Draft - Mackenzie Age-Friendly Accessibility and Inclusion Action Plan

**Moved by:** Chair E. Blackburn

THAT the Committee defer this item and set a separate meeting at 10:00 am Friday April 14, 2023 to discuss and share feedback on the recommendations in the Age-Friendly Accessibility and Inclusion Action Plan

**CARRIED**

5.2 Memorial Bench Program - Draft Report

**Moved by:** Chair E. Blackburn

THAT the draft memorial bench report wording be amended as follows:

- Increase the recommended cement pad size depicted in the image from 30" by 48" to 36" by 48"
- Going forward, and where possible to adjust now, ensure the approach to benches installed be accessible for all with appropriate grading and compaction based on best practices.

**CARRIED**

5.3 Trade Show Booth

The committee shared several suggestions for the AIAC booth at the Trade Show. Chair Blackburn shared several brochures and activity ideas with the group for the event. A meeting will be arranged for the week of April 24th to solidify plans and volunteer shifts.

5.4 Marketing Brochure

Chair Blackburn shared several brochures she drafted as examples to be handed out at the Trade Show and to have online. The committee was asked to provide feedback by Monday, April 17, 2023. District staff will assist with branding and printing once the content has been finalized.

5.5 Let's Chat Mackenzie

Discussion took place about creating a page on the Let's Chat Mackenzie or the District website to host all our accessibility committee activities, the action plan, upcoming events, and resources.

5.6 Accessibility Week

**Moved by:** Chair E. Blackburn

THAT the Committee request Council join the Federal and Provincial governments in acknowledging the following dates:

- May 28 - June 4, 2023 - "National AccessAbility Week"; and
- Wednesday, May 31, 2023 - "National Red Shirt Day";

AND THAT the Committee request that the Recreation Centre front window be lit up in red for the week of May 28 - June 4, 2023.

**CARRIED**

5.7 Better at Home Program

**Moved by:** Chair E. Blackburn

THAT District staff invite the Better at Home program coordinator to present at an upcoming AIAC Committee Meeting.

**CARRIED**

5.8 Woodlands Trailer Court

Discussion took place in regard to private snow removal in mobile home parks and multi-family complexes. Concerns were brought forward about inadequate snow removal taking place in these locations this past year and that it is both an accessibility and safety issue. District staff will look into this further bring back information to the committee at an upcoming meeting.

It was suggested that when the committee creates a package for local businesses about little changes that can be made to help make their establishment more accessible, that these informational brochures also be given to the multi-family residential complexes and mobile home parks. A separate winter accessibility / snow removal brochure was also suggested that could be sent out to all residents and businesses prior to each winter.

**6. NEW BUSINESS**

Discussion took place about the SPARC BC (Social Planning and Research Council of BC) grant of up to \$500 towards accessibility awareness projects. The grant has not opened up yet, but once it does, the committee will meet to make recommendations on what the District should apply for.

7. **REVIEW OF ACTION ITEMS**

8. **NEXT MEETING DATE**

The next quarterly meeting will take place in July. Committee members are asked to connect with Chair Blackburn with holiday schedules to help set the meeting date.

A meeting will be held at 10:00 am Friday, April 14, 2023 to discuss feedback on the Draft Age-Friendly Accessibility and Inclusion Action Plan.

A doodle poll will be sent out by staff to set a meeting during the week of April 24th to finalize plans for the Trade Show booth.

9. **ADJOURNMENT**

**Moved by:** C. Carter

THAT the meeting be adjourned at 2:41 pm.

**CARRIED**

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Chair

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Corporate Officer