

Access and Inclusion Advisory Committee Meeting

Minutes

January 17, 2024, 3:00 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, D. Schindler, K. Grywinski

Committee Absent: A. Pek

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

1. **CALL TO ORDER**

CALLED TO ORDER AT 3:05pm.

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 - December 8, 2023

The minutes of the AIAC Committee Meeting held on December 8, 2023 were adopted as presented.

3. **ADOPTION OF AGENDA**

Moved by: C. Carter

THAT the Agenda be adopted as presented.

CARRIED

4. **CORRESPONDENCE**

THAT the Correspondence listed on the Agenda be received.

5. **REPORTS AND DISCUSSION TOPICS**

5.1 Council Meeting Presentation Debrief

- Committee members received positive feedback
- Committee is interested in presenting to Council on an annual basis.
- David suggested sharing clips of the presentation on the radio (sound bites)

5.2 Age-Friendly Accessibility and Inclusion Action Plan

Next Steps

- District staff will fix minor errors found in the report.
- Cover page - District staff to look at adding the full image that was provided by Cassandra to the backside of the cover or adjust the front cover to showcase the full image.

Walk and Roll for the District

- District staff will coordinate with the committee to schedule a walk and roll at district buildings.
- Kimberly identified the lack of accessible parking signage at the District Main office. District staff will coordinate the installation of signage for spring 2024.
- Kimberly stated she has noticed the door from the District Office main lobby to the front counter is accessible; however, the mechanism is often turned off. District staff turned the mechanism on after the meeting concluded and a reminder was given to front counter staff to ensure the mechanism is turned on at the beginning of each day.

5.3 Complaints

- info@districtofmackenzie.ca email will be used for all complaints, as it is monitored by multiple district staff people.
- District staff will implement an anonymous form directly on the Accessibility and Inclusion webpage.

5.4 Meeting Schedule

- Meetings will take place on the third Wednesday at 3pm every other month for the time being.
- The committee will work on getting the meeting to no longer than one hour. the committee will pre-meet for any discussions when need be, to assist in getting the meetings to one hour in length.
- The committee will consider moving the meeting to lunch hour when they can maintain the one hour maximum.

5.5 Safety Concerns

- David - witnessed a class of young children (20-25 kids) cross the main intersection at Mackenzie Blvd and Centennial Drive, and stated the kids were not done crossing the intersection when the traffic light signaled that Mackenzie Blvd traffic could resume driving through the intersection.
- District staff will look into who to contact to extend the length of time to cross the road.

6. **NEW BUSINESS**

- The committee is interested in organizing a Focus Group with community organizations including AimHi, Special Olympics, MCFD, PAC, Home Care, youth groups, and businesses. Mid-March may be an option.
- Trail signage to have trail distance, elevation, accessible parking, active living signage.
- Information Handout for businesses - include funding links, suppliers, project estimates for accessibility improvements.
- A&I Calendar of Events - help the committee make plans and track attendance.
- Garden Beds - grant funding to redesign boxes for accessibility.
- Mackenzie Community Services - Community Navigator, Cassandra Carter is interested in implementing 'How do I' Series to our local schools.
- Kimberly - School District 57 to consider the integration of empathy exercises into classrooms, encouraging educators to become acquainted with and incorporate them. These exercises are accessible online through the Rick Hanson Foundation.

7. REVIEW OF ACTION ITEMS

7.1 Disability Parking

- Raye will bring this forward on Monday, January 22, 2024.
- Raye will also bring forward the consideration to change the front parking spaces at the Recreation Centre to all accessible parking spaces.
- Kimberly suggested an accessible van space to be included in this request.
- Wider parking identified with hash tags and next to the walkway from the upper parking lot and the use of the active living accessible parking sign.

7.2 Resource Library

- Rachelle has posted the resources on the webpage but is still working on getting the links highlighted on the page.
- Kimberly suggested adding "(Click Here)" to each link to assist with accessibility on our website.

7.3 Community Resource Document

- Further discussion has been deferred.

7.4 Marketing and Advertising

- Rachelle completed the updates to the brochures.
- Tip of the week to be shared on the radio, possibly the Mackenzie Buzzette, and social media.

7.5 Development Permit Areas

- District staff have informed that the legal review of the guidelines for new development is currently underway, and the necessary legal procedures are in progress.

7.6 Debrief - Accessibility Week and Red Shirt Day and Intergenerational Day

- Overall, the committee agreed both events went incredibly well.

8. NEXT MEETING DATE

- at 3pm.

9. **ADJOURNMENT**

Moved by: C. Carter

THAT the meeting be adjourned at 4:30pm.

CARRIED

Mayor

Corporate Officer