

Access and Inclusion Advisory Committee Meeting

Minutes

December 17, 2025, 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, A. Coates, J. Davy

Staff Present: Councillor R. McMeeken, Director of Corporate Services E. Kaehn,
Legislative Clerk/Executive Assistant, C. Smith

1. CALL TO ORDER

CALLED TO ORDER AT 3:01 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 - October 17, 2025

The minutes of October 17, 2025 were adopted as presented.

3. ADOPTION OF AGENDA

Resolution: AIAC-64

Moved by: A. Coates

THAT the Agenda be adopted as presented.

CARRIED

4. REPORTS AND DISCUSSION TOPICS

4.1 Recruitment - Update and Orientation

Staff provided an update on the Access and Inclusion Advisory Committee recruitment. 3 applicants were interviewed and will be recommended to Mayor and Council for appointment at the January 12, 2026, Regular Meeting of Council.

4.2 Invitation to Businesses to Attend future AIAC Meeting

Chair Blackburn discussed inviting members of businesses/organizations to attend future Access and Inclusion Advisory Committee meetings. Staff mentioned there is a standing invite in place with several business and organizations, however due to turnovers we need to reconnect. Staff will review the Access and Inclusion Advisory Committee Terms of Reference and reach out to businesses and organizations to continue to provide an invitation to future Access and Inclusion Advisory Committee meetings.

4.3 Update SD Walk 'n' Rolls

Chair Blackburn provided an update on the School District No. 57 Walk 'n' Rolls. Chair Blackburn noted that the tracking document she used during the site visits was the School District No.57 Accessibility Plan. The committee found that Morfee Elementary School was more accessible and inclusive in certain aspects than Mackenzie Secondary School.

4.4 Review Action Plan

Discussion was deferred to the next meeting, February 18, 2026.

4.5 Mackenzie Blvd Benches

Chair Blackburn said she had spoke with resident David Schindler and will arrange to meet in the springtime to explore options for possible bench sites along the business side of Mackenzie Boulevard.

4.6 Seniors Centre Inspection

Chair Blackburn said the new seniors centre would not be ready for a Walk 'n' Roll until mid to late spring. Chair Blackburn also noted that a building inspection should happen before the committee arranges a Walk 'n' Roll.

4.7 Accessible Washroom at Mackenzie Recreation Centre

Chair Blackburn has received feedback from committee members and residents that the accessible washrooms at the Mackenzie Recreation Centre are not fully accessible. She noted that the grab bars are too far from the toilet making it difficult for users to lift themselves safely. Chair Blackburn said she would like to arrange a date with the committee to discuss the received feedback with Recreation Centre Staff.

4.8 Walk 'n' Roll at Mackenzie Community Services

Chair Blackburn noted that she anticipates a request for a Walk 'n' Roll at the new Mackenzie Community Services location in late spring. Committee member Amy Coates said the Museum would be ready for a follow up from the committee's last Walk 'n' Roll in the new year.

4.9 Follow Up Inspections - Do or Do Not

Chair Blackburn asked committee members if the committee should request feedback from businesses and organizations who have completed a Walk 'n' Roll. Council Liaison Raye McMeeken said a follow up with previous Walk 'n' Rolls would be an opportunity for the new committee members to understand what the committee is looking for with each walkthrough.

The committee also discussed a Thank-you letter or acknowledgment for businesses who have taken part in Walk 'n' Rolls and those businesses who have also worked to make their locations more accessible based on committee recommendations.

4.10 Hub International - Automatic Door Follow up

Committee member Joy Davy said there has been a date set in January 2026 to follow up with Hub Insurance. Staff mentioned the Business Façade and Improvement Program would be open for in-take and that the owner of the property has utilized the program in past years.

4.11 Approaching Business Owners for Accessibility and Safety

The Committee discussed how best to approach businesses who have been reluctant to communicate regarding accessibility as well as the overlapping safety concerns that accompany the accessibility issues. The committee brainstormed alternative methods rather than approaching owners and listing issues needing attention. Chair Blackburn also noted that residents have approached committee members citing safety/accessibility concerns for these businesses.

4.12 My Community BC

Staff shared the My Community BC website with the committee, explaining that Mackenzie is listed in the database however no locations/projects within Mackenzie are currently on the map.

5. **NEXT MEETING DATE**

February 18, 2026

6. **ADJOURNMENT**

Resolution: AIAC-65

Moved by: A. Coates

THAT the meeting be adjourned at 3:52 PM.

CARRIED

Chair

Corporate Officer