



Regional Advisory Committee on Inclusion, Diversity and Equity (RACIDE)

Conducted Electronically Via MS Teams

Wednesday, January 19, 2022
5:30 PM

Agenda

Public Participation for January 19, 2022 RACIDE Committee Meeting

The RACIDE (Committee) will be conducting the January 19, 2022 Committee Meeting through electronic communications in accordance with the Meeting Procedures (COVID-19 Suppression) Regulation, Order in Council 99/2020.

- Anyone wishing to participate in the meeting is encouraged to do so by registering to speak as a delegate by way of teleconference or by submitting their delegation comments by email.
- To participate by teleconference:
 - Anyone wishing to speak by teleconference to an item on the January 19, 2022 RACIDE Committee Meeting Agenda must pre-register by 12 noon, January 19, 2022.
 - To register to speak via teleconference, please email boardsandcommittees@rmwb.ca or call 780-743-7001 with your name, the phone number that you will be dialing in from and an email address that you can be reached at prior to and during the meeting.
 - You must provide the name of the agenda item that you wish to speak to.
 - All registrants will be emailed the details on how to participate prior to the start of the meeting.
 - Each registrant will be given a maximum of **5 minutes** to address the Committee.
- To make written submissions as a delegation before or during the live meeting:
 - Please complete the online form found at www.rmwb.ca/writtendelegations or email boardsandcommittees@rmwb.ca.
 - Please note that written comments for an agenda item must be received prior to the start of that item during the meeting. Emails that are received after the agenda item has been introduced or are not relevant to an agenda item, will not become part of the record of this meeting.
 - All written submissions are public and will be included in the Committee Meeting Agenda Package as part of public record.

The personal information on this form is collected under the authority of Section 33 (a) & (c) of the Alberta Freedom of Information and Protection of Privacy Act. The personal information will be used as contact information. If you have any questions about the collection or use of this information contact the Chief Legislative Officer, Legislative Services, 7th Floor Jubilee Building, 9909 Franklin Ave. T9H 2K4, or call (780) 743-7001.

1. **Call to Order**
2. **Adoption of Agenda**
3. **Minutes of Previous Meetings**
 - 3.1. Regional Advisory Committee on Inclusion, Diversity and Equity (RACIDE) Meeting - November 17, 2021
4. **New and Unfinished Business**
 - 4.1. Appointment of Committee Chair and Vice Chair
 - 4.2. Review of 2022 Committee Meeting Schedule
 - 4.3. Accessibility Audit Overview
 - 4.4. Accessibility Audit Working Group - Member Selection
 - 4.5. RACIDE Participation on the Regional Inclusive Committee
 - 4.6. Administrative Updates
 - 4.7. Round Table
5. **In-Camera Session**
 - 5.1. Shoaib Syed, Strategist, Communications and Engagement re: Wood Buffalo For All - Awareness Campaign
(in camera pursuant to section 24(1)(a) and (b) of the *Freedom of Information and Protection of Privacy Act*)

Adjournment

Minutes of a Meeting of the Regional Advisory Committee on Inclusion, Diversity and Equity held via electronic communications in Fort McMurray, Alberta, on Wednesday, November 17, 2021, commencing at 5:30 PM.

Present:

Jason Beck, Chair
 Mitchel Bowers, Vice Chair
 Tammy Jackson
 Chantelle Tatum
 Luay Eljamal
 Councillor Funky Banjoko

Administration:

Deanne Bergey, Director, Community and Protective Services
 Jade Brown, Chief Legislative Officer, Legislative Services
 Isela Contreras-Dogbe, Supervisor, Community and Protective Services
 Caitlin Downie, Manager, Culture and Social Development
 Krystell O'Hara, Department Administrator, Community and Protective Services
 Caitlin Sheaves, Clerk, Legislative Services

1. Call to Order

Chair Jason Beck called the meeting to order at 5:32 p.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Chantelle Tatum
SECONDER:	Mitchel Bowers
FOR:	Jackson, Bowers, Tatum, Beck, Eljamal

3. Minutes of Previous Meetings

3.1. Regional Advisory Committee on Inclusion, Diversity and Equity (RACIDE) - Meeting October 20, 2021

THAT the Minutes of the Regional Advisory Committee on Inclusion, Diversity and Equity meeting held on October 20, 2021, be accepted as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Tammy Jackson
SECONDER: Luay Eljamal
FOR: Jackson, Bowers, Tatum, Beck, Eljamal

4. New and Unfinished Business

4.1. Introduction of New Council Committee Member

Introductions were provided to welcome the newly appointed Council Liaison, Councillor Funky Banjoko.

4.2. Cultural Infrastructure Needs Assessment and Heritage Resources Management Plan

Isela Contreras-Dogbe, Supervisor, Community and Protective Services, provided a summary of upcoming public engagement opportunities for the Cultural Infrastructure Needs Assessment and the Heritage Resources Management Plan. It was advised that anyone who wishes to participate can do so at www.participate.rmwb.ca.

4.3. Administrative Update

Krystell O'Hara, Department Administrator, Community and Protective Services, provided updates on various initiatives including the Accessibility Audit, Awareness Campaign, Gender Neutral Washrooms, Support for Black and Indigenous Led Initiatives, Anti-Racism Training and the Equity and Inclusion Policy.

Kari Donnelly Westhaver, Director, Human Resources and Tammy Stevenson, Manager Talent Management, Human Resources spoke to various processes within Human Resources, and answered various questions from Committee Members.

5. Roundtable

Vice Chair Mitchel Bowers advised that November 14 – 20, 2021 is Métis week, and that a number of local organizations will be sharing information on Métis Culture throughout the week. It was also noted that November 13-19, 2021, is Transgender Awareness week, with November 20, 2021, being Transgender Day of Remembrance. Throughout the week, Pride YMM will be sharing information on Trans awareness and how to be inclusive.

Chair Jason Beck advised that November is Family Violence Prevention Month and that on November 18, 2021, Stephanie Harpe will be hosting a session titled *The Need to Involve the Men and the Boys* via Zoom. A link to the session can be found on the Waypoints webpage.

Adjournment

The meeting adjourned at 7:13 p.m.

Chair

Accessibility Audit Overview



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Current Status

- The Diversity and Inclusion Community Plan (2017-2022) – includes a priority on the reductions of barriers to resources and services
- The Advisory Committee on Aging (ACoA) Work Plan includes strategies about the implementation of barrier-free building design by completing a comprehensive accessibility audit
- Accessibility is a priority for several community groups including: the ACoA, the Regional Inclusion Committee (RIC) and the Regional Advisory Committee on Inclusion Diversity and Equity (RACIDE)

Accessibility Audit Overview

Community and Protective Services is proposing a Scope of Work to assess Municipal Facilities. Dividing the Accessibility Audit in two phases:

- Phase 1 – Include buildings accessible by the public
 - Government Facilities that provide services to the public.
 - Community and Recreation Centers
- Phase 2- Include other facilities accessible by the public
 - Amenity Buildings
 - Parks/Playgrounds

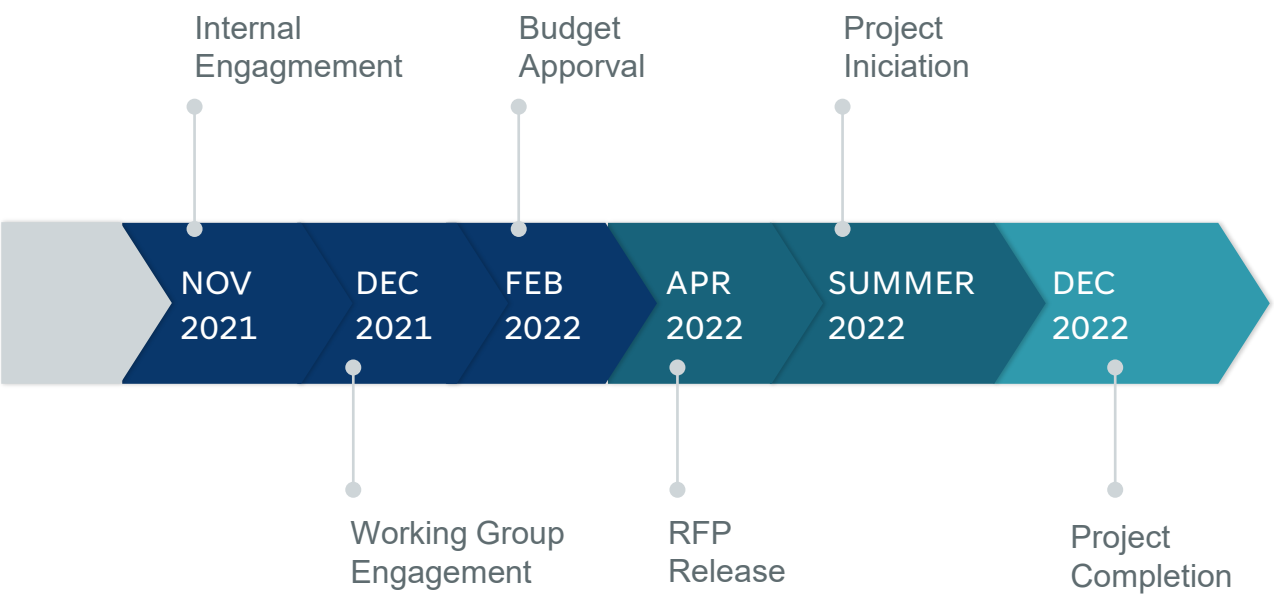
Accessibility Audit Overview

The proposed objectives and deliverables are:

- Provide an assessment of the designated buildings using an establish standard like the Rick Hansen Foundation Accessibility Certification (RHFAC) or equivalent
- Provide recommended changes to the buildings to meet accessibility certification
- Provide recommendations as to how the selected buildings/sites meet or exceed the current building codes and what improvements are required to provide meaningful access
- Provide a recommendation to incorporate best practices in several documents and bylaws as applicable. The sources for the best practices must include Universal Design principles and the CSA standard requirements
- Provide a recommendation on the adoption of an accessibility standard including the necessary documents to be presented to Council



Timeline



This timeline is tentative and is subject to change



Administration Update

Presenter: Krystell O'Hara

Department: Community and Protective Services

Meeting Date: Dec 19, 2021

D&I Plan

Action	Update	Status
Accessibility Audit	Budgeted for 2022. Background research and scope of work proposed	In Progress
Awareness Campaign	Expected to be launched in Q1 of 2022, Communication Plan developed	In Progress
Gender- Neutral Washrooms	Updating all single-stall washrooms to gender-neutral signage. Educational resource created	In Progress (Jubilee Complete)
Workplace Inclusion Charter	Re-starting the implementation phase of the WIC	In Progress

Attachment: Administrative Update (Administrative Updates)

RACIDE Recommendations

Recommendation	Update	Status
Committee Bylaw Update	Review and update done	Complete
Black Community – Working Group	Formed and met as needed, members now invited to RACIDE meetings	Complete
Committee Recruitment & Selection Review	Review and updated processes, to launch in Fall	Complete
Equity & Inclusion Office	Interdepartmental taskforce transitioned to Office, FTE position created	Complete
Support for Black & Indigenous led Initiatives	Capacity development, support for grant applications, etc.	Ongoing
Independent Study on racism	Employee Census complete and launch report in Fall	Complete

RACIDE Recommendations

Recommendation	Update	Status
Antiracism Training	Budgeted for 2022. Discussion with MCA for community-based development	In Progress
Equity & Inclusion Policy	Working with legal to explore	In Progress
Letter to Minister of Education	Letter sent on January 11 th	Complete
Acknowledgement Statement	Include in all staff email and public news release in Fall	Complete
Review & Improve Supports for Employees experiencing racism	Action Plan in development for 2022 E&I Commitments	In Progress
GBA+ Policy & Procedural Review	Working with E&I Office to develop an equity lens guide	In Progress



Questions

Attachment: Administrative Update (Administrative Updates)