



Advisory Committee on Aging

Thursday, December 9, 2021

Conducted Electronically Via MS Teams

1:00 PM

Agenda

Public Participation for December 9, 2021 Advisory Committee on Aging Meeting

The Advisory Committee on Aging (Committee) will be conducting the December 9, 2021 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 December 9, 2021 Committee Meeting Agenda must pre-register by 9:00 a.m., December 9, 2021.
 - 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. Advisory Committee on Aging Meeting - November 18, 2021

4. **New and Unfinished Business**

4.1. Introduction of New Council Committee Member

4.2. Strategic Plan Process Overview

4.3. Facilities Updates

- Age-Friendly Assessment
- Snow Removal

4.4. Best Practices - Accessibility Audit

4.5. Communication with Strategic Partners, Stakeholders, and Advisory Committee on Aging Members

4.6. Committee Action Log

4.7. Information Updates

Adjournment

Minutes of a Special Meeting of the Advisory Committee on Aging held via electronic communications in Fort McMurray, Alberta, on Thursday, November 18, 2021, commencing at 1:00 p.m.

Present:

Henry Hunter, Chair, Wood Buffalo Housing and Development
 Linda Mywaart, Public-At-Large - Rural
 Carolyn Evancio, Seniors Resource Committee
 Carol Theberge, Wood Buffalo Health Advisory Council
 Joan Furber, Golden Years Society
 Luana Bussieres, Public-At-Large - Urban

Absent:

Councillor Ken Ball

Administration:

Deanne Bergey, Director, Community and Protective Services
 Sonia Soutter, Manager, Legislative Services
 Isela Contreras-Dogbe, Supervisor, Community and Protective Services
 Steve Andrejiw, Department Administrator, Community and Protective Services
 Caitlin Sheaves, Clerk, Legislative Services

1. Call to Order

Chair Henry Hunter called the meeting to order at 1:05 p.m.

2. Minutes of Previous Meetings

2.1. Advisory Committee on Aging Meeting - June 10, 2021

THAT the Minutes of the Advisory Committee on Aging Meeting held on June 10, 2021 be approved as presented.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Linda Mywaart
SECONDER:	Luana Bussieres
FOR:	Bussieres, Hunter, Evancio, Mywaart, Theberge
ABSENT:	Ball, Furber

3. Presentation

3.1. Isela Contreras-Dogbe, Supervisor, Community and Protective Services re: Cultural Infrastructure Needs Assessment and Heritage Resources Management

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. New and Unfinished Business

4.1. Age-Friendly Work Plan - Next Steps

Entrance:

Joan Furber joined the meeting at 1:20 p.m.

Isela Contreras-Dogbe, Supervisor, Community and Protective Services provided updates on the Age-Friendly Work Plan and the short-term actions list. The Committee discussed the next steps for various initiatives and how to best collaborate with partnering organizations moving forward.

Action Item

Administration committed to providing a list of achievements in advance of the next meeting to allow Committee members time to review and provide input at the next meeting.

4.2. Accessibility Working Group

Luana Bussieres, Committee Member provided comments on the status of the Accessibility Working Group. Administration noted that funding for the Accessibility Audit is included in the 2022 budget projections and that following budget review by Council in February 2022 it is anticipated that the audit will go out to Request for Proposal.

Action Items

Administration to invite a member of the Facilities Department to provide an update on the facility audit to the Committee.

Administration committed to providing an update on when formation of the Working Group would commence.

4.3. Willow Square Parking

Joan Furber, Committee Member, advised that there have been several complaints regarding parking at the Willow Square Continuing Care Centre noting that issues with paid parking and safety concerns have been raised.

MOTION:

THAT the Chair of the Advisory Committee on Aging writes a letter to the CEO of the Northern Lights Regional Health Centre regarding concerns related to parking at the Willow Square Continuing Care Centre.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Linda Mywaart
SECONDER:	Luana Bussieres
FOR:	Bussieres, Hunter, Evancio, Mywaart, Furber, Theberge
ABSENT:	Ball

Exit:

Luanna Bussieres disconnected from the meeting at 2:08 p.m.

4.4. Age Friendly Community of Practice Housing Webinar Series

Steve Andrejiw, Department Administrator committed to providing Committee members with an update prior to the next Committee meeting.

4.5. Action Log

Administration advised that further updates on the Action Log will be provided at the next Committee Meeting.

4.6. Information Updates

Committee Member Linda Mywaart requested that Snow Removal be added to the agenda for the next Committee Meeting.

Committee Members Linda Mywaart and Carol Theberge discussed the recent issue with Salon services for Seniors at Willow Square. It was noted that the facility is actively looking for an individual to fulfill this role full time.

Committee Member Linda Mywaart suggested the addition of the RMWB's Strategic Plan to the next meeting agenda. Administration agreed to include this item for the December meeting and invite a member of Administration to aide in Committee discussions.

Committee Member Carolyn Evancio advised that the Grand Ole YMM Opry event is returning for the Community's Seniors to attend this year.

Adjournment

The meeting adjourned at 2:33 p.m.

Chair



November 16, 2021

NOTICE OF SPECIAL MEETING

Pursuant to Section 194 of the *Municipal Government Act*, RSA. 2000 c.M-26, a Special Advisory Committee on Aging Meeting conducted through electronic communications in accordance with Meeting Procedures (COVID-19 Suppression) Regulation is hereby scheduled to take place at 1:00 p.m. on the 18th day of November, 2021, to consider the following:

1. Minutes of Previous Meetings
2. Cultural Needs Assessment and Heritage Resources Management Plan
3. Age-Friendly Work Plan – Next Steps
4. Accessibility Working Group
5. Willow Square Parking
6. Age Friendly Community of Practice Housing Webinar Series
7. Action Log
8. Information Updates

Henry Hunter, Chair
Advisory Committee on Aging

Minutes Acceptance: Minutes of Nov 18, 2021 12:00 AM (Minutes of Previous Meetings)

Facilities Services Age Friendly Initiatives

Presenter: Chris Bond, Manger

Department: Facilities Services, Public Works

Meeting Date: Thursday, December 9th



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Age Friendly Initiative Priorities

1

Vernacular
Language
Signage

2

Ramps,
Sidewalks &
Handrails

3

Barrier
Free/Age
Friendly
Seating

4

Barrier Free
Motorized
Doors

5

Exterior Lighting
Enhancements

6

Barrier Free
Service Counter

7

General Interior
Signage

Attachment: Facilities Updates (Facilities Update)



Age Friendly Initiative Facilities Assessments



All Facilities Assessments are Complete

These assessments were undertaken internally by the Facilities Services Space Planning Group

Attachment: Facilities Updates (Facilities Update)



Age Friendly Initiative Assessments

Completed Urban Assessments:

- Jubilee Centre
- Timberlea Landing
- South Operations Centre
- RCMP North Detachment
- RCMP South Detachment

Completed Rural Assessments:

- Janvier Municipal Contact Office & Fire Hall
- Fort Chipewyan Airport
- Fort Chipewyan Municipal Contact Office
- Fort Chipewyan Community Hall
- Fort Chipewyan Pool
- Fort Chipewyan Arena
- Anzac Recreation Centre
- Anzac Firehall
- Anzac Rural Operations Office

Age Friendly Initiatives

Timeline for Completion:

- Phase one to be completed by third quarter of 2022.
- Phase two completion anticipated in early 2023

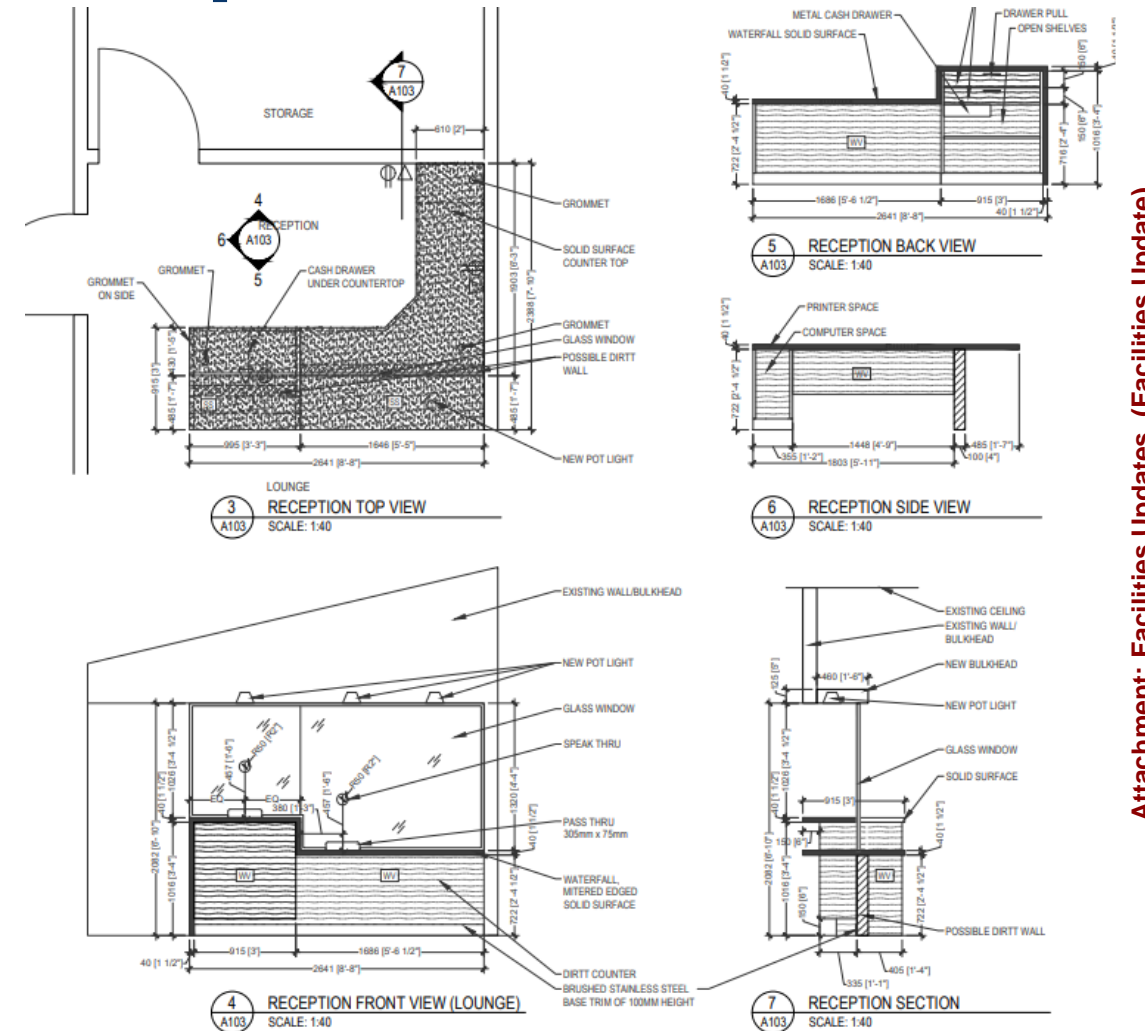


Attachment: Facilities Updates (Facilities Update)

Phase One Scopes

Phase one completed scopes include:

- **Fort Chipewyan Airport Terminal**
 - Reception Renovation
 - Automatic Door Activators Installation
- **Janvier Municipal Office & Fire Hall**
 - Reception Reno
- **Fort Chipewyan Contact Office**
 - Reception Renovation



Attachment: Facilities Updates (Facilities Update)

Age Friendly Initiatives Achievements

Projects and initiatives completed to date:

- Age Friendly Inclusion in Jubilee Main Floor and Council Chamber Design
- Fort Chipewyan Airport barrier free ramp
- Fort Chipewyan Pool Vernacular Language Signage installation
- Completion of all RMWB facilities accessibility assessments
- Phase one scope of work has been completed and is with SCM to be posted in the first of the new year
- Technical drawing for phase two are underway

EXAMPLE OF EXTERIOR FACILITY SIGNAGE TRANSLATION AND INSTALLATION



Attachment: Facilities Updates (Facilities Update)

Age Friendly Initiatives Jubilee Centre



Additional Features Incorporated into the Jubilee Centre Renovations:

- A barrier free/age friendly service counter
- Designated barrier free areas in public seating area of Chambers
- Designated age friendly seating in Council Chambers
- Hearing Assistance in Council Chambers for those that require aides (administered through I.T.)
- Ensured the lobby and Council Chambers were inclusive of vernacular language

Attachment: Facilities Updates (Facilities Update)

Age Friendly Initiatives Jubilee Centre



Attachment: Facilities Updates (Facilities Update)



Thank You



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



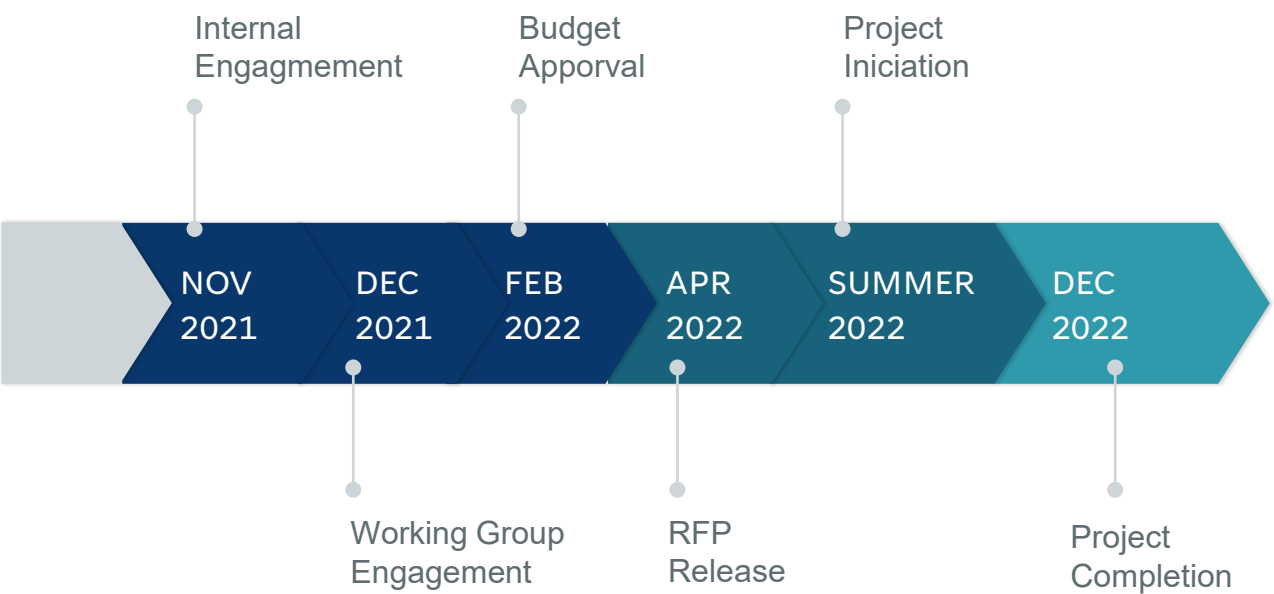
Accessibility Audit Overview

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



Accessibility Framework – Best Practices

Background

Currently accessibility in buildings is addressed by the Alberta Building Code. Designers and builders must comply with the requirements of the Building Code to allow for proper and safe access and use of buildings. The Building Code requirements are the minimum standard.

Other standards are used to evaluate buildings and sites like; Universal Design principles and Barrier-free design guidelines. Several Municipalities had developed a list of criteria to measure the accessibility in existing buildings and sites as well as for the construction of new facilities. Some of the most well-known standards are listed below:

- The Barrier-free Design Guide from the Safety Codes Council includes barrier-free requirements that apply to the building and the exterior property that is part of the building site. Certain building types are exempt from these requirements.
- The Canadian Standards Association (CSA) applies a consensus standards development process approved by the Standards Council of Canada. The CSA has a standard on Accessible Design for the Built Environment (CSA B651-12). This standard specifies technical requirements on how to make buildings and the exterior built environment accessible and safely usable by persons with physical, sensory, or cognitive disabilities.
- The Rick Hansen foundation has created a certification process that adopts Universal Design principles, it is called the Rick Hansen Foundation Accessibility Certification (RHFAC). This certification rates the built environment on its level of meaningful access for person with vision, hearing and mobility disabilities.

The Government of Canada introduced Bill C-81 in June 2018, an Act to ensure a barrier-free Canada (the Accessible Canada Act). The creation of this Act included extensive consultation and key areas to address accessibility were identified including the built environment. The purpose of the Accessible Canada Act is to make Canada barrier-free by January 1, 2040. Other provinces have passed provincial accessibility legislation.

Additionally, the World Health Organization estimates that 15% of the global population, roughly 1 billion people, live with some form of disability. This means that approximately half a million people in Alberta have a disability¹. The type of disability may range from physical, neurological, psychiatric, cognitive, and learning disabilities. Considering that each of these Albertans lives in a community within a municipality, municipal governments and community groups are essential

¹ Voice of Albertans with Disabilities. Accessibility in Alberta - A Survey of Municipalities. <https://vadsociety.ca/pdf/report-final--2019-accessibility-in-municipalities-in-alberta-1558970390.pdf>

to create the necessary change to make our environment more accessible. Several cities in Alberta had stated the implementation of Accessibility via several plans, documents and policies. The research below on two cities shows their path on Accessibility Implementation.

City of Edmonton

The city of Edmonton has implemented the following plans between 2019 and 2021:

- A City Policy - Accessibility for People with Disabilities – This policy was presented by the Integrated Infrastructure Services and Citizen Services and was adopted in 2019. The main purpose of this policy is to outline the commitment and objectives that the City of Edmonton will follow in the short term to making Edmonton a more accessible city for all. The Policy is available here: [Accessibility for People with Disabilities Policy | City of Edmonton](#)).
- A Corporate Accessibility Plan – This Plan supports the implementation of the Accessibility for People with Disabilities Policy. This Plan includes 64 accessibility actions that will be implemented over the next three years (2021-2024) to support the City's commitment on accessibility. The Plan is available here: [Corporate Accessibility Plan 2021-2024 \(edmonton.ca\)](#)
- Checklist for Accessibility and Universal Design for the build environment – created by the Accessibility Advisory Committee. Available here: [AAC - Checklist for Accessibility & Universal Design \(edmonton.ca\)](#)

The City of Edmonton has also established the Accessibility Advisory Committee that provides advice and recommendations to Council about facilities and other infrastructure, programs, services, activities, and policies.

City of Calgary

The City of Calgary has the following in place:

- Corporate Policy on accessibility – this policy was adopted by City Council in 2005. The main purpose of this policy is to reduce barriers to City provided services for people with disabilities in the following areas: physical access to City services, access to transportation services and communication access. Available here: [csps003-calgary-corporate-accessibility-policy \(1\).pdf](#)
- Access Design Standards – the standards are one of the implementation tools of the policy mentioned above and created by the Advisory Committee on Accessibility. Available here: [Access Design Standards Advisory Committee on Accessibility \(1\).pdf](#)

These standards applied to:

- All new buildings constructed on City-owned land

- Spaces leased by The City in buildings that are not on City-owned land
- City renovation projects
- The Award for Accessibility – this award recognizes buildings or facilities in Calgary that exceed the minimum requirements of Section 3.8, "Accessibility" of the National Building Code, Alberta edition, for accessibility by persons with disabilities. More information available here: [The Award for Accessibility \(calgary.ca\)](http://calgary.ca)

The Advisory Committee on Accessibility (ACA) for the City of Calgary was established in 1999 and provides advise and recommend solutions to City Council on accessibility and disability. This Committee runs an annual award program to raise awareness about the importance on accessibility and Universal Design. These awards recognize and celebrate the contributions of individuals, groups and organizations who work tirelessly to create a more inclusive and accessible city for everyone.