

**NORTH SHORE ADVISORY COMMITTEE ON DISABILITY ISSUES**

**Thursday, February 24, 2022 5:30 pm**

**Virtual Meeting via Microsoft Teams**

**MINUTES**

**Members:**

Alexis Chicoine (Co. Chair)  
David Parke  
Jennifer Branston  
Kamelia Abadi  
Loreigh Mitges  
Michelle Katerberg  
Nancie Parker  
Pam Horton

**Staff Liaisons & Clerk:**

Christel Lindgren, Staff Liaison, CNV  
Dheeraj Alamchandani, Staff Liaison, DNV  
Maeve Bermingham, Staff Liaison, DWV  
Mary Jukich, past committee clerk

**Regrets:**

Amy Amantea (Chair)  
Carol Lenard  
Cllr. Wong, DWV  
Louisa Bridgman  
Shayne DeWildt

**Council Liaisons:**

Cllr. Bell, CNV  
Mayor Mike Little, DNV

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**1. Welcome**

The Chair called the meeting to order at 5:30 pm.

**2. Adoption of Agenda**

To remove item 10. "Accessibility Issues in front of Council", from agenda.

MOVED by Pam Horton and seconded by David Parke  
To adopt the agenda with item 10 removed.

**CARRIED**

**3. Adoption of the January 27, 2022 Minutes**

MOVED by Loreigh Mitges and seconded by Kamelia Abadi  
To adopt the minutes.

**CARRIED**

**4. Appointments for 2022**

To accept the voting method of voice or raised hand to elect the Chair, co-Chair and Executive members.

It was unanimously agreed to vote by voice or raised hand for appointments.

Nominations were called for Chair. A. Chicoine nominated A. Amantea for Chair. There being no further nominations, A. Amantea accepted the nomination and was declared Chair by acclamation.

Nominations were then called for Co-Chair. K. Abadi nominated A. Chicoine for Co-Chair. There being no further nominations, A. Chicoine accepted the nomination and was declared Co-Chair by acclamation.

Nominations were then called for Executive. A. Chicoine nominated K. Abadi for Executive. There being no further nominations, K. Abadi accepted the nomination and was declared Executive by acclamation.

Nominations were then called for Executive. A. Chicoine nominated D. Parke for Executive. There being no further nominations, D. Parke accepted the nomination and was declared Executive by acclamation.

**5. Subcommittee Reports**

**5.1 Transportation and Mobility Subcommittee**

- CNV Mobility Strategy

Members reviewed and discussed the CNV Mobility Strategy report as prepared by transportation and mobility subcommittee.

Moved by David Parke and seconded by Pam Horton

Motion:

ACDI is pleased to have had the opportunity to review the CNV Mobility Strategy Draft. Understanding the complexity of this plan, the ACDI wishes to offer the additional recommendations for staff consideration and to hear back within 30 days on which recommendations could and could not be incorporated. The Committee is also interested in having a specific presentation on the six street typologies, during our March 31, 2022 meeting.

**5.2 Parks and Recreation Subcommittee**

- Harry Jerome Community Recreation Centre

Members reviewed and discussed the Harry Jerome Recreation Centre report as prepared by the parks and recreation subcommittee.

Moved by David Parke and seconded by Kamelia Abadi.

Motion:

The ACDI appreciates being consulted on the Harry Jerome Recreation Centre in the City of North Vancouver for a second time. The features of accessibility already incorporated into the design are excellent. The added features the committee are recommending in this report will increase the inclusivity of the whole project, as well as enhance usage by all. Please report back to the ACDI within 30 days on what recommendation were and were not able to be included and why.

## **6. Meeting Participation Requirements**

The committee discussed items 6.1 and 6.2 concurrently regarding subcommittee and committee meeting requirements. Provide “for review” within the subject line of subcommittee materials. The swift delivery of meeting notes is helpful for committee members and assists in preparing reports. CNV utilise the Webex platform and the committee will look to transition to Webex in the near future. CNV has appointed a new committee clerk and will be introduced to the committee at the next month end meeting.

Subcommittee meetings are frequent and in an effort to respect members, volunteer time a discussion ensued regarding report writing and capacity. Members reminded staff that the most efficient manner of report writing is for staff to populate the project background and a summary of discussion highlights. Clearly indicating the committee’s recommendations through headers / titles is useful for report writers and populating these headers (not writing the recommendations) into the recommendations section, greatly reduces the need for members to continually search for their recommendations. Staff agreed that this is the most appropriate and efficient manner and moving forward will ensure this consistency is maintained.

## **7. Potential Agenda Updates**

7.1 Public participation: committee members considered the possibility of adding a public participation item to month end meetings. Committee members concluded that this item will not be added to the agenda moving forward as best practice is to not have this as an item as it ensures committee recommendations retain autonomy of industry knowledge and accessibility expertise.

7.2 Outline allocated time to each agenda item: to assist with the time management of committee meetings, committee members concluded that allocating time to each agenda item should be included in agendas moving forward.

7.3 Upcoming schedule: committee members confirmed that adding a high-level overview of the confirmed subcommittee schedule for the next month.

7.4 Accessibility issues in front of Council: committee members considered the possibility of decreasing the obligation of this item and concluded that monitors should send items along to the respective staff liaison one week in advance and that this item will be Council lead.

**8. Work Plan Items**

Staff provided an update to committee members regarding the 2022 work plan and that this item is underway, will be reviewed by the chair and co-chair, and will be on the next month's agenda.

**9. Other Business**

9.1 DNV's Lions Gate Recreation Centre ACDI Tour: staff informed committee members the tour and that the committee's interest in attendance was to be assessed. All committee members should interest in attendance and District of North Vancouver staff will follow up.

9.2 Subcommittee schedule March: committee members took note of the upcoming subcommittee schedule for March.

9.3 DWV member update: staff informed the committee that a DWV committee member is currently on leave of absence due to illness from the committee. It was concluded that the staff liaison would continue to connect with this member in monthly intervals to assess their return. Committee members queried the absence of the appointed DWV Council liaison to ACDI. Staff informed committee members that the DWV Council liaison is aware of the committee schedule and receives invites. Committee members concluded to send a letter to DWV Council Liaison / Mayor and Council, to encourage DWV Council representation on ACDI.

9.4 DWV member forms: staff addressed DWV representative committee members and requested to receive any outstanding onboarding forms that require signature.

**10. Adjournment**

The meeting adjourned at 7:15.

**11. Next Meeting: Thursday, March 31, 2022.**