



**MINUTES OF THE  
FOURTH BARRIER FREE SUB-COUNCIL MEETING OF 2021**

**DATE:** December 1, 2021

**TIME:** 9:01 a.m. to 11:17 a.m.

**LOCATION:** videoconference

**PRESENT:** *Sub-Council Members*

Karen Muir, Chair  
Bev Knudtson  
Robert Lipka  
Bob Macklon  
Ron Wickman  
Donna Monkhouse (until 11:00 a.m.)  
Brian Huxley  
Lee Ramsdell  
Chris Chamber  
Helen Evans Warren  
Deliany Sather

*Safety Codes Council*

Allison Karch, Kathryn Derkach

*Alberta Municipal Affairs*

Linnie Tse

**REGRETS:** Georg Rath, Tanya Befus (Vice Chair)

**GUESTS:** Keith Jansen (BSC Liaison), Shannon Wiebe (CART)

**RECORDER:** Allison Karch

**2022 MEETINGS:** March 22, June 14, September 27, December 13

## 1. Meeting Opening

The Chair called the meeting to order at 9:01 a.m. A round table introduction was held and members were reminded that their primary duty is to act in the interest of safety in the built environment on behalf of all Albertans.

### 1.1 Agenda Adoption

**Donna Monkhouse / Lee Ramsdell moved that the agenda be adopted, as circulated; CARRIED**

### 1.2 Adoption of the October 13, 2021, Minutes

**Bob Macklon / Helen Evans Warren moved to adopt the minutes of the October 13, 2021, meeting, as circulated; CARRIED**

## 2. Matters for Decision

### 2.1. Closed Session

**Brian Huxley / Bev Knudtson moved to enter closed session; CARRIED**

**Helen Evans Warren / Chris Schamber moved to exit closed session; CARRIED**

#### 2.1.1. Reappointment of Robert Lipka to represent Commercial Construction/Land Development

**Bev Knudtson / Helen Evans Warren moved to recommend to the Board reappointment of Robert Lipka to the Barrier Free Sub-Council to represent Commercial Construction/Land Development for a term ending January 31, 2025, effective February 1, 2022; CARRIED**

## 3. Review Matters Arising/Action List

	Item	Action	Date	Responsible	Status/Update
1.	Link to the Ministry of Community and Social Services	As issues arise and expertise is required, a guest may be needed. Municipal Affairs will look into a connection at the Ministry of Community and Social Services.  AMA was able to connect with the Disability Advisory and Engagement branch at the Ministry of Community and Social Services. They will provide qualitative and quantitative data on issues related to the built environment.	Nov 20/19	Tse	AMA received a report from the Disability Advocate's Office and will post in the Portal.

2.	Training on the accessibility requirements in the upcoming NBC(AE)	It was asked whether there will be training on the accessibility requirements in the upcoming edition of the NBC(AE) and whether that training would include rationale for the changes. Council staff will request an update from the Training department about what accessibility information will be in the Building SCO code update training.	Oct 13/21	Council Administration	There is no update yet because the code is not yet published; an update will be brought after the code's publication.
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**4. Matters for Discussion**

**4.1. Nominating Organizations Presentations**

Members were surveyed about their interest in different types of presentations. People generally rated the value of general interest presentations as high and the value of specific issue presentations as very high. There was more interest in information about the industry/disability segment rather than nominating organization.

All presentations about industry/disability segments are voluntary and can be done by a member of the nominating organization, not just the member themselves. Any members interested in making presentations were asked to contact the Chair and Council staff three weeks prior to the meeting they want to present at and provide a brief overview of the presentation and presenter. Presentations will be limited to 30 minutes and one per meeting will be held as long as there is space on the agenda.

**4.2. Working Group Breakouts**

The Awareness Working Group and Technical Working Group each held a breakout session.

**4.3. Working Group Reports**

**4.3.1. Awareness**

The group reviewed their outstanding action items during the breakout session and planned next steps.

- Members will be meeting in the next two weeks to discuss getting accessibility info added to MLS listings.
- Members will be meeting to discuss seniors' issues next week.
- The group is working on a condensed checklist of the Barrier Free Design Guide focusing on reoccurring issues. An overview was given of the example from the City of Edmonton that will be used as a template. It was asked whether curb cuts are included in the City of Edmonton accessibility guide and replied that they're not in the example checklist shown but they are in the City's Access Design Guide. Robert will post a copy of the example checklist in the portal for members' information. [Lipka]
- A question was raised about whether SCOs use similar checklists and, if so, whether those could be leveraged as well.

All sub-council members were asked to provide input to the working group if they feel awareness is an issue in their disability segment and if so, to fill out the [Questions to Assist in Framing Issues document](#). [All]

Bev Knudtson will reach out to the member representing Aging Population as well as the incoming member representing Visual Disabilities to discuss the framing questions.

#### **4.3.2. Technical**

The Technical Working Group reviewed existing technical code issues during their breakout session, specifically curb cuts, wheelchair mobility issues, and door closures in communal/congregate living settings. Issue with adaptable dwelling units will be discussed at another working group meeting in January. It was noted that the checklist example shown by Robert Lipka could be used as a way to present the issues being seen in adaptable dwelling units.

#### **4.3.3. Assisted Living**

It was reported that there is no update from the Provincial Barrier Free Administrator on the recommendations made at the last meeting as the outcome of this group's work. Municipal Affairs staff is currently determining how to incorporate the recommendations into the code. It was noted that this group's work and the sub-council's subsequent recommendations are a key accomplishment.

**Bev Knudtson / Lee Ramsdell moved to disband the Assisted Living Facilities working group; CARRIED**

#### **4.4. BSC Liaison Report**

The following topics of discussion from the last BSC meeting were noted:

- BILD Alberta CHBA-National presentation about the upcoming tiered approach to energy efficiency provisions for buildings
- Energy code exemptions in oil & gas industry buildings
- Unvented roof assemblies for Part 9 buildings
- External non-combustible insulation to Part 9 buildings
- Long term use of shipping containers
- Resilient roofing

No items related specifically to the Barrier Free Sub-Council were noted.

#### **4.5. Administrator/AMA Report**

It was reported that there is a delay in publishing the upcoming National Building Code, which is now expected to be published in early 2022. If there are any items the group would like to propose for inclusion in the new NBC(AE), the Provincial Barrier Free Administrator requests to receive the recommendations and supporting information by mid-March 2022. It is expected that the NBC(AE) may be published as early as April and would become in force 12 months later. Discussion was held around some of the confusion about the timeframe between publication of the NBC and the NBC(AE) and the subsequent in-force date of the NBC(AE). It was also noted that there may be a transition period following the in-force date.

#### **4.6. Council Updates**

A written report was included in the portal and updates were provided on:

- Council office is anticipated to reopen in the new year—staff will give further updates as available.
  - Staff may continue to work from home on some days.
- 2022-2023 Meeting dates – please see finalized schedule document in Portal.
  - June 14 and September 27 are anticipated to be in-person if possible; all others will be held virtually.
  - More information about health and safety protocols will be communicated when available.
  - Anyone may attend the in-person meetings virtually if needed.

### **5. Meeting Finalization**

#### **5.1. Round Table**

- An update was given on a pilot project for hearing loops in grocery locations in Edmonton.

#### **5.2. Next Meeting**

The next meeting was reconfirmed for March 22, 2022 at 9:00 a.m. via videoconference.

#### **5.3. Meeting Adjournment**

The meeting was adjourned at 11:17 a.m.

– NEW ACTION ITEMS –

**4.3.1. Awareness**

The group is working on a condensed checklist of the Barrier Free Design Guide focusing on reoccurring issues. An overview was given of the example from the City of Edmonton that will be used as a template. Robert will post a copy of the example checklist in the portal for members' information. [Lipka]

All sub-council members were asked to provide input to the working group if they feel awareness is an issue in their disability segment and if so, to fill out the [Questions to Assist in Framing Issues document](#). [All]

**– MOTIONS –**

**1.1 Agenda Adoption**

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**4.3.3. Assisted Living**

**Bev Knudtson / Lee Ramsdell moved to disband the Assisted Living Facilities working group; CARRIED**

**– WORKING GROUP MEMBER LISTS –**

<b>WORKING GROUP</b>	<b>WORKING GROUP MEMBERS (<u>Chair</u>)</b>
Technical	<u>Lee Ramsdell</u> , Brian Huxley, Ron Wickman, Keith Jansen, Helen Evans Warren, Chris Schamber, Karen Muir, Linnie Tse
Awareness	<u>Robert Lipka</u> , Bev Knudtson, Bob Macklon, Donna Monkhouse, Deliany Sather, Georg Rath, Tanya Befus, Laura Willcocks