



**MINUTES OF THE
FIRST BARRIER FREE SUB-COUNCIL MEETING OF 2017**

DATE: February 15, 2017

TIME: 10:00 a.m. to 1:25 p.m.

LOCATION: Radisson Hotel, Edmonton

PRESENT: *Sub-Council Members*
David Flanagan, Chair
Michael Francon
Laura Kemp
Stan Lennox
Barry McCallum, Vice Chair
Lee Ramsdell
Briana Strachan
Yvette Werenka

Safety Codes Council
Allison Karch

Alberta Municipal Affairs
Linnie Tse, Paul Chang

Guests
Russell Croome, BSC Liaison
Shannon Wiebe, CART

REGRETS: Mary Aubrey, Vice Chair
Bob Coyne
Tracy Douglas-Blowers
Ross Norton

RECORDER: Sandi Orr

2017 MEETINGS: May 10, 2017; September 13, 2017, November 15, 2017

1. Meeting Opening

The Chair called the meeting to order at 10:10 a.m. and a round table introduction was held. Paul Chang, the newly appointed Chief Building Administrator, was introduced and welcomed to the meeting.

1.1. Agenda Adoption

It was reported that Municipality Accessibility Committee Reports was removed from the agenda and should be added for future meetings. [Karch]

It was questioned regarding the industry sectors and suggested that a change be considered for Brianna Strachan's sector as Communication "and Cognitive" Disabilities. This be added to the agenda for discussion at the next meeting. [Karch]

Briana Strachan / Michael Francon moved that the agenda be adopted, as amended; CARRIED

1.2. Previous Minutes

1.2.1. Adoption of Meeting Minutes

Barry McCallum / Lee Ramsdell moved that the minutes of the November 16, 2016 be adopted, as circulated; CARRIED

2. Matters for Decision

2.1. Matters for Decision

2.1.1. Reappointment of Barry McCallum

Correspondence from the nominating organization was included in the portal and reviewed.

Lee Ramsdell / Michael Francon moved to recommend to the Board the reappointment of Barry McCallum to the Barrier Free Sub-Council, for a term until January 31, 2020, effective immediately; CARRIED

2.1.2. Nomination of David Morton

The Chair reported on the change of nominees from the Alberta Building Officials Association. Correspondence from the nominating organization was included in the portal and reviewed.

Barry McCallum / Michael Francon moved to recommend to the Board the appointment of David Morton to the Barrier Free Sub-Council, for a term until January 31, 2020, effective immediately; CARRIED

2.1.3. Appointment of BFSC Chair

The floor was opened for nominations. Barry McCallum was nominated. After three calls and no further nominations, ***Barry McCallum was appointed as the Barrier Free Sub Council Chair by acclamation for a two-year term.***

David Flanagan thanked everyone for their support while he was in the position of Chair. The Sub-Council expressed appreciation for all of David's hard work during his term.

Barry McCallum chaired the remainder of the meeting.

3. Matters for Discussion

3.1. Barrier Free Design Guide Update

It was reported that the guide is in the final formatting stages and anticipated to be published in March or early April, 2017. The Barrier Free Administrator is meeting with the Council next week to go over the final formatting.

3.2. BSC Liaison Report

There was nothing new to report in relation to barrier free matters.

3.3. Council Updates

3.3.1. Conference, AGM & Dr. Sauer Award Reminder

Members were reminded of the Council Conference from May 31 to June 2, 2017 and asked to consider submitting nominations for the Dr. Sauer Award.

3.3.2. Organizational Changes

An overview was provided of Allison Karch's new role with the sub-councils as well as changes in roles of other staff members:

- Director of Operations: Tyler Wightman
- Director of Corporate Strategy and Communications: Erin Stroud
- Director of Strategic Projects: Gerry Baron
- Director of Finance and Administration: Vacant, being filled
- Administrator of Accreditation: Peter Thomas
- Manager of Policy and Legislation: Vacant, being filled
- Manager of Stakeholder Relations: Vacant, being filled

3.4. PDD 1, 2, 3

The Congregate Living Accommodation Opinion Backgrounder was included in the portal as information. It has been deemed that a facility housing 1 to 3 Persons with Developmental

Disabilities must be treated as a single-family dwelling. This exemption is specific to 1 to 3 PDD occupants because of the regulation and consultation recently completed.

A copy of the updated exemption regulation is available at:

http://www.qp.alberta.ca/1266.cfm?page=2003_351.cfm&leg_type=Regs&isbncln=9780779794676

Further work continues regarding other care and supportive living facilities with 4 to 10 residents. It was suggested that the joint working group needs to regroup to review their matrix and terms of reference as their work was halted until after the PDD decisions were determined.

3.5. Policy Items for Discussion

An in-depth discussion was held on the mandate of the Barrier Free Sub-Council and the need to focus on and recommend barrier free public policy. It is not the mandate of the sub-council to review and recommend technical aspects. It was noted that any policy changes would be Alberta-specific. Proposed changes could be recommended by the Building Sub-Council for changes to the National Building Code.

For example, the Barrier Free Sub-Council made a policy change recommendation to the Minister regarding barrier free parking and it was the responsibility of the Building Sub-Council to make the technical changes needed to enact the policy.

It was asked whether there were any current policy issues for which research would be needed, and the following was noted:

- Stadium seated (currently incorporated in the Barrier Free Guide as best practices)

A brief discussion was held regarding the CSA-B651-12 Standard – Accessible design for the built environment and some of the challenges foreseen with adopting it for use in Alberta.

A brief update was provided regarding a hotel industry project consultation that was held on what is needed in hotels for barrier free travelers. This is something that could be looked at.

It was also suggested that if PDD (1-3 occupants) being deemed residential is inadequate for the needs and safety of the occupants, then the Barrier Free Sub-Council could make recommendations for a change in government policy.

It was suggested that each sub-council member could bring forward suggested policy changes and then the sub-council could prioritize what is most critical.

It was questioned regarding the project to harmonize the Alberta Building Code with the National Building Code. The Chief Building Administrator reported that this project is moving forward and it is hoped that the harmonization would be completed for the 2020 codes. Any changes in government policy that would affect the codes would be included in an Alberta supplement.

4. Meeting Finalization

4.1. Review Actions to be Taken

Date	Action	Responsible	Status/Update
Nov. 16, 2016	Provide an update regarding Barrier Free Enforcement – Parking Placard Process , following an email that has been sent to whom is believed to be the most appropriate person. (E.1.03.08)	Tse	Done
Nov. 16, 2016	The Chair and BSC Liaison will investigate whether there are any changes regarding Visual Signals anticipated at the national level.	Flanagan/Croome	Closed
Nov. 16, 2016	Keep the sub-council informed as the Age-in-Place Laneway Housing Project progresses.	McCallum	Nothing new to report

Barrier Free Enforcement – Parking Placard Process

It was reported that Service Alberta is in the process of reviewing the Placard Process and considering creating an Advisory Committee. The Barrier Free Administrator will be working with them to ensure that there is a representative from this sub-council on that advisory committee.

Visual Signals

It was reported that the changes in the Alberta Building Code was an Alberta-specific change and not a change at the national level. However, there is confusion regarding the number and location of visual signals in residential suites. This has been reviewed by the Building Sub-Council and deemed that a minimum of one visual signal is required and that the location should be in the principle living area (e.g. living room). An Interpretation Bulletin is being issued to that effect and changes will be made in the next Alberta Building Code for clarity.

Any change to this interpretation would require a recommendation to the Minister to change social policy. It was asked that Policy – Visual Signal Devices be added to the next agenda. [McCallum / Karch]

It was questioned regarding visual signals in “suites of care” and reported that this hasn’t been investigated. The Chief Building Administrator will follow up on visual signal requirements in “suites of care” and will report back to the Barrier Free Sub-Council. [Chang]

4.2. Meeting and Agenda Feedback

It was questioned regarding vacant positions and the Council will follow up with the nominating organizations. [Karch]

The Chair will provide a presentation on Barrier Free initiatives in Lethbridge. [McCallum]

4.3. Next Meeting

The following meeting schedule were reconfirmed for 2017:

- Wednesday, May 10, 2017 – 10:00 a.m. in Edmonton
- AGM – June 1, 2017 in conjunction with the Council Conference
- Wednesday, September 13, 2017 – 10:00 a.m. in Edmonton
- Wednesday, November 15, 2017 – 10:00 a.m. in Edmonton

4.4. Meeting Adjournment

Lee Ramsdell / David Flanagan moved that the meeting be adjourned; CARRIED

The meeting was adjourned at 1:25 p.m.

-- ACTION ITEMS --

1.1. Agenda Adoption

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-- MOTIONS --

1.1. Agenda Adoption

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1.2.1. Adoption of Meeting Minutes

Barry McCallum / Lee Ramsdell moved that the minutes of the November 16, 2016 be adopted, as circulated; CARRIED

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