



Safety Codes Council

MINUTES OF THE SECOND BARRIER FREE SUB-COUNCIL MEETING OF 2019

DATE: June 11, 2019

TIME: 9:04 a.m. to 3:04 p.m.

LOCATION: Safety Codes Council Office, Edmonton

PRESENT: **Sub-Council Members**
Karen Muir, Chair
Michael Francon
Bev Knudtson
Robert Lipka
Bob Macklon
Tanya Marsh via teleconference
David Morton
Lee Ramsdell, Vice Chair

Safety Codes Council
Allison Karch, Susan Rossmann, Kathryn Derkach, Andrea Snow

Alberta Municipal Affairs
Linnie Tse
Laura Willcocks
Josh Burger

Guests
Shannon Wiebe, CART

REGRETS: Tracy Douglas-Blowers, Tang Lee, Barry McCallum, Chris Schamber, Matthew Kay, Greg Beck (BSC Liaison)

RECORDER: Kathryn Derkach

2019 MEETINGS: October 2, November 20

1. Meeting Opening

The Chair called the meeting to order at 9:04 a.m. and a round table introduction was held.

1.1. Agenda Adoption

Lee Ramsdell / David Morton moved that the agenda be adopted, as circulated; CARRIED

1.2. Adoption of Meeting Minutes

Bob Macklon / David Morton moved that the minutes of the February 6, 2019 be adopted, as circulated; CARRIED

2. Matters for Decision

No matters for decision were identified.

3. Review Matters Arising/Action List

	Item	Action	Date	Responsible	Status/Update
1.	Historical BFSC Information	Add any historical documents relating to the BFSC to the portal	June 11, 2019	All	Complete
2.	Educating Other Sub Councils on Barrier Free	Communicate to other sub councils as barrier free issues arise	June 11, 2019	All	Ongoing

4. Matters for Discussion

4.1. Review BFSC Scope in Terms of Reference

The Council is conducting a governance review, which will include development for a terms of reference for each sub-council. Many sections would be standardized but the scope for each sub-council would be different.

The terms of reference for the Barrier Free Sub-Council was included in the portal and the objectives were reviewed. Changes to the objectives were suggested. These will be incorporated when revised draft terms of reference are presented to the sub-councils as part of the governance review. [Council Administration]

4.2. Prioritization Next Steps

At the February meeting, the BFSC used a brainstorming activity to create a list of priorities. The list was included in the portal. The sub-council reviewed the list to ensure each item fell within the scope of the sub-council.

After reviewing the list, it was decided that only one priority fell outside the scope, 'lack of availability of convenient accessible transportation', and would be removed.

The Policy Analyst at Municipal Affairs reviewed a policy presentation given to the BFSC at a previous meeting. The presentation can be found on the portal in the November 14, 2018 folder. Suggested questions were provided to the sub-council to use as a framework for investigating issues and developing recommendations.

After review and discussion, the questions were amended as follows:

1. What is the issue you are trying to solve?
2. Does the potential issue align with the BFSC terms of reference objectives and the Safety Codes Act?
3. Is this a technical requirement, social policy change, or education?
4. What would be the positive impact on the lives of persons living with disabilities in Alberta?
5. How does this issue impact Albertans, specifically? Is there data and/or research to support this claim? If so, please provide.
6. In what ways could this issue be addressed?
7. Are you aware of any other jurisdictions that have successfully addressed this issue? If so, how? Are there existing organizations working to address this issue?
8. What is the overall cost of addressing this issue? Both from a financial and resourcing perspective. What will be required to address it?
9. If we address this issue, how can we measure if it was successful?

It was noted that this framework could also be used when organizations bring topics forward to the BFSC.

Members reviewed the Priorities List and chose items to research:

- Lack of awareness that the Barrier Free Design Guide exists, low adoption/use/awareness of Barrier Free Design Guide: Lipka, Macklon
- Barrier free minimum requirements are being missed at the design, plans review, permitting and/or construction stages: Lipka, Morton
- Lack of awareness of bariatric needs and design requirements: Knudtson
- Certain disabilities (communication, cognitive) are not covered by the minimum standards: Knudtson
- Many organizations may be duplicating work: Francon
- Lack of awareness of public / owners that barrier free minimum requirements exist: Francon

Municipal Affairs staff offered to look into enforcement of barrier free requirements from a provincial perspective as well as investigate what other jurisdictions do regarding barrier free design and access, including promotion. [Willcocks]

As part of their research, members were encouraged to take these topics back to their nominating organizations for feedback using the framework questions and develop a written report to bring to the October BFSC meeting. [All]

Municipal Affairs will provide a timeline for code change requests and the process for proposing changes at the next meeting. [Tse/Willcocks]

The Policy Analyst at Municipal Affairs requested that members forward any other questions that they find are useful in framing issues. [All]

Council staff will look into the barrier free content for SCO certification and continuing education. [Karch]

4.3. Continuing Education Working Group

David Morton reported that the Continuing Education Working Group is looking for suggestions of continuing education opportunities for SCOs, including those specific to barrier free design and access.

It was reported that SAGE will hold its Seniors Housing Forum on September 22. Details will be circulated to the sub-council when they are available. [Francon / Council Administration]

It was reported that June is Aphasia Awareness Month. Activities will also be held at Calgary Foothills Hospital to promote stroke awareness.

4.4. BSC Liaison Report

No report was available.

4.5. TCC Report

Karen Muir reported on the following topics being discussed by the Technical Coordinating Committee:

- Discussion around stopped escalators being used as stairs.
- Elevator SCOs don't enforce barrier free standards because they're not mandated by the elevator code. The Barrier Free Administrator will talk to the Elevating Devices Administrator about this issue.
- Continuing Education Working Group is looking for recommendations on continuing education opportunities for SCOs.

4.6 AMA/Administrator Report

The Barrier Free Administrator reported the following:

- The National Building Code – 2019 Alberta Edition is available online for free through the NRC online store. Appendices are included after each section instead of at the end.
- The Premiers Council on the Status of Persons with Disabilities hasn't yet been given a mandate from the new government; however they will continue work with the six objectives previously given.
- The Accessible Canada Act has been passed and each province will need to follow the act. There is currently no timeline for compliance.

4.7. Council Updates

The following report was provided:

- Starting in the fall, agendas will be posted two weeks prior to the meeting. Members were asked to forward agenda items to the Chair three weeks prior to the meeting.
- A new communications policy (3.4.1) has been created and posted on the website.
- Keith McMullen has stepped down from the BFSC and Council staff are working with the nominating organization to bring forward new nominees.
- It was noted that sub-council membership is determined by the matrix, which is reviewed annually by the sub-council and approved by the Board of Directors. The matrix lays out the industry segments that must be represented as well as the nominating organizations for each industry segment. If an individual is interested in a seat on the sub-council, it is recommended that they review the matrix to determine which industry segment(s) they fit within and approach the appropriate nominating organization(s) to indicate their interest. All sub-council meetings are open to the public.
- Barrier Free will be the featured sub-council at the 2020 Conference. Members are encouraged to put forward speaker suggestions and ideas for décor and activities at the Wednesday Welcome Reception.
- Members who are interested in working on the décor and activities planning can let Council staff know [All]

5. Meeting Finalization

5.1. Meeting and Agenda Feedback

The following items were brought forward by members as information:

- AHS is rolling out an awareness campaign for communication and cognitive disabilities, including communication symbols and staff training.
- The City of Edmonton has put their accessibility policy on their website and is starting work on their access design guide. Information will be circulated to members. [Lipka / Council Administration]
- The City of Calgary has an advisory committee looking at their design standards.

- The Canadian Hard of Hearing Association Edmonton Branch received a government grant for hearing kits in hospitals.

5.2. Next Meeting

The next meeting was reconfirmed for Wednesday, October 2, 2019 at the Council office at 9:00 a.m.

5.3. Meeting Adjournment

The meeting was adjourned at 3:04 p.m.

-- NEW ACTION ITEMS --

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[Council Administration]

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[Lipka / Council Administration]

-- MOTIONS --

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