



**MINUTES OF THE
FIRST BARRIER FREE SUB-COUNCIL MEETING OF 2023**

DATE: June 20, 2023

TIME: 9:03 a.m. to 11:33 a.m.

LOCATION: Videoconference

PRESENT: **Sub-Council Members**
Tanya Befus, Vice-Chair
Karen Muir
Bev Knudtson
Robert Lipka
Lee Ramsdell
Georg Rath
Chris Chamber
Ron Wickman
Simon Wunderli
Nathaniel Wagenaar

Safety Codes Council
Allison Karch, Erik Salés

Alberta Municipal Affairs
Linnie Tse

REGRETS: Donna Monkhouse, Deliany Sather, Gunjan Dhawan

GUESTS: Lara Pinchbeck

RECORDER: Allison Karch

2023 MEETINGS: October 24

1. Meeting Opening

The Chair called the meeting to order at 9:03 a.m. A round table introduction was held, videoconference functionality was reviewed, and members were reminded that their primary duty is to act in the interest of safety in the built environment for the benefit of all Albertans.

1.1 Agenda Adoption

Nathaniel Wagenaar / Bev Knudtson moved that the agenda be adopted, as circulated; CARRIED

1.2 Adoption of the December 13, 2022 Minutes

Georg Rath / Simon Wunderli moved to adopt the minutes of the December 13, 2022 meeting, as circulated; CARRIED

2. Matters for Decision

2.1. Closed Session

Nathaniel Wagenaar / Karen Muir moved to enter into closed session; CARRIED

Karen Muir / Nathaniel Wagenaar moved to exist closed session; CARRIED

2.1.1. Reappointment of Bev Knudtson to represent Communication and Cognitive Disabilities

Karen Muir / Georg Rath moved to recommend to the Board reappointment of Bev Knudtson to the Barrier Free Sub-Council to represent Communication and Cognitive Disabilities for a term ending January 31, 2027, effective February 1, 2024; CARRIED

2.1.2. Nomination of Cindy Gordon to represent Hearing Disabilities

Chris Schamber / Georg Rath moved to recommend to the Board appointment of Cindy Gordon to the Barrier Free Sub-Council to represent Hearing Disabilities for a term ending January 31, 2026, effective immediately; CARRIED

2.2. Chair Election

Three calls for chair nominations were made. No nominations were received. Chair election will be added to the next agenda. [Council Administration]

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.	Nov 20/19	Tse	Ongoing.

		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.			
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 Admin	There is no update yet because the code is not yet published; an update will be brought after the code's publication.
3.	Buyers cannot search for accessible homes on the MLS	Further discussions needed to figure out who would be responsible for developing this.	Dec. 13/22	Sather	
4.	Consider creating a condensed version (checklist) of the BFDG for developers/builders to assist as they begin work on a new project.	This will be a stand-alone document available on Council website.	Dec. 13/22		
5.	Lack of awareness of other disabilities not covered in the code, but are mentioned in the BFDG: Seniors, Hearing, Vision, Communication & Cognition, Bariatrics.	Consider whether upcoming new requirements in the 2020 NBC will be sufficient for those disabilities, or if more requirements should be in the code . Determine if more information should be added to the BFDG for Seniors, Hearing and Vision. More information on Communications & Cognition and Bariatrics was submitted in fall 2019.	Dec. 13/22	Knudtson	
6.	Builders do not have access to a certification program that is widely accepted and adopted by industry. Until then there is no will to build accessible homes for the market.	Certification Programs like Rick Hansen foundation and Universal Access etc. do exist but until the government approves these how does a builder know which program to follow?	Dec. 13/22	Sather	
7.	Ambiguities that need clarification within the Code	3.8.2.3.(2)(j) Areas Requiring a Barrier-Free Path of Travel – applicable to 3.8.4 Adaptable Dwelling Units?	Dec. 13/22	Tse	See item 4.4.

	from Municipal Affairs	<p>3.8.2.3.(5) Areas Requiring a Barrier-Free Path of Travel – clarification required on extents of tactile warning strip</p> <p>3.8.3.11. Water Closet Stalls and 3.8.3.12. Universal Washrooms – clarification of space required in front of toilet</p> <p>3.8.3.12. Universal Washrooms – clarification on turning radius and door swing overlap</p> <p>3.8.3.16. Showers – clarification of min. flat area dimensions</p> <p>3.8.4.2. General Accessibility, Ceiling Lift Track – clarification on design parameters</p> <p>3.8.4.4. Kitchens, Adjustable Heights – clarification on meaning of “adjustable”</p> <p>3.8.4.4. Kitchens, Cooktops – clarification on cooktop vs range</p>			
8.	Not all areas of a building accessible i.e. public courtyard in townhouse complex	Helen reviewed current code requirements and found that the code doesn't address this issue. Helen has posted a document on the portal.	Dec. 13/22	Wickman	
9.	Better Universal Toilet Room (more guidance for designers)	Ron to review current Code requirements to see what is applicable to Universal Toilet Rooms.	Dec. 13/22	Wickman	
10.	Parking Meters	Members to work on a best practices document that could be sent to advisory groups and included in the Barrier Free Design Guide.	Mar 21/23	Lipka/Rath	

4. Matters for Discussion

4.1. Proposal for Sub-Council Name Change

A member brought forward a proposal to recommend changing the name of the sub-council to the Accessibility Sub-Council to align better with current terminology. While there was general support for a name change, there is the need for further discussion about the most appropriate name. This topic will be added to the next agenda. [Council Administration]

4.2. Review of Assistive Listening Devices Change Proposal

The existing documentation to support a potential recommendation regarding assistive listening devices was reviewed along with an issue identification template. It was suggested that a short summary of the issue be added to the first page. The intent is that the issue identification template be used for other potential recommendation topics that the sub-council has been discussing.

4.3. BSC Liaison Report

The following was discussed:

- BSC met in May and received a presentation about new code requirements about window opening control devices. They formed a working group to investigate.

4.4. Administrator/AMA Report

The Administrator reported on the following:

- The National Building Code Alberta Edition is expected to be published in fall 2023. Regarding the code items in item 7 on the action list: some of these items will be addressed in the forthcoming edition. There may be the opportunity to issue a STANDATA to clarify items if needed.
- The Administrator is participating on a United Nations accessibility committee.

4.5. Council Updates

Updates were provided on the following:

- Thank you to everyone who attended the AGM and Member Appreciation Event last month.
- Reminder that early-bird registration is open for the Safety Codes Council Summit, an educational conference geared towards safety codes officers and others who work in the safety codes system. Sub-council members will receive free admission to the Summit.

5. Meeting Finalization

5.1. Round Table

- Lee Ramsdell was thanked for his years of service on the sub-council.

5.2. Next Meeting

The next meeting was reconfirmed for October 24, 2023 at the Council office at 9:00 a.m.

5.3. Meeting Adjournment

The meeting was adjourned at 11:33 a.m.

– NEW ACTION ITEMS –

2.2. Chair Election

Chair election will be added to the next agenda.

[Council Administration]

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[Council Administration]

– MOTIONS –

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