



**MINUTES OF THE
FOURTH BARRIER FREE SUB-COUNCIL MEETING OF 2018**

DATE: November 14, 2018

TIME: 9:00 a.m. to 3:00 p.m.

LOCATION: Safety Codes Council Office, Edmonton

PRESENT: **Sub-Council Members**
Barry McCallum, Chair
Tracy Douglas-Blowers (until 12 noon)
Michael Francon
Bev Knudtson
Tang Lee
David Morton
Karen Muir
Lee Ramsdell (Vice Chair)
Chris Schamber

Safety Codes Council
Allison Karch, Susan Rossmann, Andrea Snow

Alberta Municipal Affairs
Linnie Tse (Administrator), Laura Willcocks, Colin Robertson, James Orr

Guests
Shannon Wiebe, CART

REGRETS: Bob Coyne, Matthew Kay, Tanya Marsh, Keith McMullen,
Greg Beck (BSC Liaison)

RECORDER: Sandi Orr

2019 MEETINGS: February 6, April 17, October 2, November 20

1. Meeting Opening

The Chair called the meeting to order at 9:04 a.m.

1.1. Agenda Adoption

The following item was added to the agenda:

- 4.7 Chair's Announcement

Karen Muir / Michael Francon moved that the agenda be adopted, as amended, with a flexible order of business; CARRIED

1.2. Adoption of Meeting Minutes

Bev Knudtson / Karen Muir moved that the minutes of the September 12, 2018 be adopted, as circulated; CARRIED

2. Matters for Decision

2.1. Appointments

Discussions pertaining to nominations were held in camera.

2.1.1. Nomination of Bob Macklon to represent the Agility Disabilities industry segment for a term ending January 31, 2022, effective February 1, 2019

The nomination was included in the portal and reviewed.

Karen Muir / Tang Lee moved to recommend to the Board the appointment of Bob Macklon to the Barrier Free Sub-Council to represent the Agility Disabilities industry segment for a term ending January 31, 2022, effective February 1, 2019; CARRIED

2.1.2. Nomination of Stephen Utz or Robert Lipka to represent the Commercial Construction/Land Development industry segment for a term ending January 31, 2022, effective February 1, 2019

The nominations were included in the portal and both candidates were given due consideration.

Chris Chamber / Lee Ramsdell moved to recommend to the Board the appointment of Robert Lipka to the Barrier Free Sub-Council to represent the Commercial Construction/Land Development industry segment for a term ending January 31, 2022, effective February 1, 2019; CARRIED

3. Review Matters Arising/Action List

	Item	Action	Date	Responsible	Status/Update
1.	Vacant Seats	Seek replacement nominees to fill vacant seats.	May 10/17	Council Administration	Ongoing; Council staff will provide updates as available; remove from action list
2.	Visible Signals Best Practices	Look into other best practices regarding visual signals including residential and hotels and report back to the sub-council.	May 10/17	Ramsdell	Removed from action list as this has been added to the Priority List
3.	Icons for Use in Design Guide Brochure	Consult communications departments within government that deal with disability groups on what symbols they use and research internationally recognized symbols.	Sept 12/18	Willcocks/ Council Administration	Completed, remove from action list, communications dept working on draft brochure

4. Matters for Discussion

4.1. Direction of the Barrier Free Sub-Council

Colin Robertson was welcomed to the meeting and provided a presentation regarding the direction of the Barrier Free Sub-Council.

Highlights of the presentation included the following:

- Evolving Policy Frameworks
- An overview was provided of the Premier’s Council on the Status of Persons with Disabilities and the six focus areas included in their 2018-2020 Strategic Plan
- Sections 1(3) and 2(1) of the Safety Codes Act were highlighted
- An overview was provided of how to best advise the government with issue identification, and the subsequent research and analysis
- Best technical solutions need to align with two policy objectives—positive impact on lives of person with disabilities and affordability for owners
- All sub-council members are expected to engage their stakeholder communities in order to raise awareness of current issues
- It was emphasized that you can’t assume decision-makers are fully cognizant of the issues if they don’t personally have direct experience with a disability and therefore there is a need to provide comprehensive information to create better understanding of the issues
- There is a greater awareness of disabilities within the current government and this is creating a higher profile for the Barrier Free Sub-Council
- An overview was provided of the Barrier Free Sub-Council’s terms of reference
- Under the housing focus area, the Premier’s Council has identified specific objectives and some of their overarching objectives aligned with Barrier Free Sub-Council work

- Examples were provided of other ways that the Barrier Free Sub-Council can assist, not just in the built environment (e.g. parking, education)

An overview was provided of the next steps:

- Review Barrier Free Sub-Council's mandate and roles
- Better understanding of individual and collective processes
- Determining alignment with the Premier's Council—how can the BFSC support them and how might they support the BFSC
- Developing process for bringing in issues and using networks
- Developing processes for informing and educating other sub-councils on disability trends

The floor was opened for questions and comments:

- It is believed that Section 3.8 is generally sufficient but isn't fully enforced
- It was recognized that there are some code issues
- Accessibility seems to be one of the last things considered and the focus should be to increase its priority
- Accessibility needs to be considered a life safety measure, not a convenience
- Fixing issues is more expensive than doing things right the first time
- There is a need to increase barrier free awareness in training and education
- It was suggested that more barrier free public awareness initiatives would be beneficial
- Challenges exist where some people don't want to disclose they have a disability
- Collective recommendations from a group like the BFSC has a much greater impact
- A brief discussion was held regarding government funding and it was noted that focusing on receiving or promoting government funding may not be the best use of the sub-council's time and resources—other options should always be investigated
- It was suggested that there is a need to develop an action plan of identifying all applicable areas (e.g. plans reviewers, SCOs, contractors, sub-contractors, etc.) to educate and create awareness so issues are identified before construction
- Examples were provided of the potential for government to create strategic projects and goals with the help of the Safety Codes Council
- This sub-council provides an excellent opportunity for information sharing

It was recognized that this is just the first step in understanding the heightened focus. There is a need for the government to determine what priorities to focus on and this would include consultation with the Premier's Council.

The Premier's Council on the Status of Persons with Disabilities' 2018-2020 Strategic Plan was included in the portal and an overview was provided of the 6 key strategies. It was questioned whether a similar exercise would be beneficial to the sub-council. It was suggested it would be a good idea but that it would need to be more focused to remain within the sub-council's mandate. It was also emphasized that the sub-council doesn't necessarily need to do all the work but may simply provide the direction.

An overview was provided regarding the acceleration of code harmonization and changes in the funding model to provide free codes. Barrier free is the area that varies most in the codes across the country. An overview was provided regarding a working group that has been created which includes APEGA, AAA, AMA and the Council to work together better. It was suggested that there is potential for a presentation to be made at one of their future meetings.

Links will be provided in the portal to key documents including the Premier's Council Strategic Plan, AMA's Business Plan, the Council's Business Plan, etc. [Council Administration]

Consensus was reached that this is an excellent path forward to allow the sub-council to be more focused.

Lee Ramsdell / Michael Francon moved to request AMA to meet with the Premier's Council to discuss how the Barrier Free Council and Premier's Council can work together; CARRIED

A brainstorming exercise was held to determine key areas of focus, starting with the 6 focus areas from the Premier's Council's Strategic Plan:

- Housing
- Workplace accessibility
- Education accessibility
- Public facility accessibility
- Rural indigenous community lens
- Communication and community engagement by providing clear, actionable, realistic and measurable advice/awareness

This led to a discussion regarding the sub-council's potential priorities:

- Stadium seating
- Visual fire alarms / Carbon monoxide detectors
- Education—students/designers
- Education—barrier-free code enforcement
- Education—sub-councils
- Awareness—public, owners
- Awareness —industry/marketplace
- Hotel accessibility
- Maintenance and enforcement of barrier free requirements for the life cycle of the building
- Landscape architecture and urban design
- Urban exterior environment
- Maintaining barrier free of travel in multi-story buildings—education, compliance/SCOs now issuing orders, potential code change
- Accessibility in existing buildings
- Reference to the Barrier Free Design Guide in the Alberta Building Code
- Barrier Free Design Guide to be free or affordable and available online only
- Pamphlet

- Housing accessibility
- Transportation-related issues
- Ramps in the building code (slope)
- Bariatrics requirements to the Design Guide
- Potential improvements to barrier free parking stall design (e.g. omitting concrete)
- Social impact of turning radius code change

It was suggested that whatever priorities move forward, there is a need to determine the issues, provide rationale and then present to the Minister for policy changes or to other disciplines to determine the technical revisions needed, depending on the overall nature and impact of the change.

An overview was provided of potential next steps. Members were asked to take the priority list back to each of the nominating organizations to determine whether they align with the nominating organization's priorities and whether there may be other issues that should be added. [All]

Relative to networks and resources, it was suggested that if any member is aware of any disability groups that would like to make a presentation to the sub-council, they should be encouraged.

4.2. Stadium Seating

This item was deferred to the next meeting.

4.3. AMA/Administrator Report

A brief update was provided regarding the next code cycle.

4.4. TCC Report

The Chair reported the following:

- The last meeting was held in October
- Video of Fernie incident that resulted in fatalities as well a presentation from the HVAC Refrigeration industry and need to heighten awareness about the risks
- Furnaces used during construction continues to be an issue and one manufacturer is now allowing their furnaces to be used post construction; a docket has been sent for a national proposed change to not allow this
- Council Connect has been launched

4.5. BSC Liaison Report

Karen Muir and Tang Lee reported the following:

- STANDATA has been issued for elevators being out of service that affect the barrier free path of travel and the BSC suggested a timeline added

<http://www.municipalaffairs.alberta.ca/documents/14-BCI-018-ElevatorOperationsandAccessibility.pdf>

- Entry Qualifications for SCOs in the construction disciplines are being reviewed

This led to a discussion regarding Building SCOs enforcing the codes after occupancy. In the case of elevators, the interpretation provides that authority. It was also noted that in the City of Calgary, a new bylaw exists relative to maintenance where a building over 4 storeys must have an assessment completed every 5 years.

4.6. Council Updates

The following update was provided:

- Council Awards are now open for nominations, deadline March 29, 2019
- The Council Conference will be held May 29 to 31, 2019, always looking for suggestions for speaker topics
- New Member Orientation is scheduled for November 20, 2018
- An Open House will be held at the Council Office on December 5, 2018

4.7. Chair's Announcement

It was reported that the Chair will be stepping down from his role. The election of a new Chair will be added to the next meeting's agenda. [Council Administration]

5. Meeting Finalization

5.1. Meeting and Agenda Feedback

There was nothing new brought forward.

5.2. Next Meeting: November 14, 2018

The next meeting was reconfirmed for Wednesday, February 6, 2019 at the Council office at 9:00 a.m.

5.3. Meeting Adjournment

Chris Chamber / Lee Ramsden moved that the meeting be adjourned; CARRIED

The meeting was adjourned at 3:00 p.m.

-- NEW ACTION ITEMS --

4.1. Direction of the Barrier Free Sub-Council

Links will be provided in the portal to key documents including the Premier's Council Strategic Plan, AMA's Business Plan, the Council's Business Plan, etc. [Council Administration]

Members were asked to take the priority list back to each of the nominating organizations to determine whether they align with the nominating organization's priorities and whether there may be other issues that should be added. [All]

4.7. Chairman's Announcement

It was reported that the Chair will be stepping down from his role. The election of a new Chair will be added to the next meeting's agenda. [Council Administration]

-- MOTIONS --

1.1. Agenda Adoption

Karen Muir / Michael Francon moved that the agenda be adopted, as amended, with a flexible order of business; CARRIED

1.2. Adoption of Meeting Minutes

Bev Knudtson / Karen Muir moved that the minutes of the September 12, 2018 be adopted, as circulated; CARRIED

2.1.1. Nomination of Bob Macklon to represent the Agility Disabilities industry segment for a term ending January 31, 2022, effective February 1, 2019

Karen Muir / Tang Lee moved to recommend to the Board the appointment of Bob Macklon to the Barrier Free Sub-Council to represent the Agility Disabilities industry segment for a term ending January 31, 2022, effective February 1, 2019; CARRIED

2.1.2. Nomination of Stephen Utz or Robert Lipka to represent the Commercial Construction/Land Development industry segment for a term ending January 31, 2022, effective February 1, 2019

Chris Schamber / Lee Ramsdell moved to recommend to the Board the appointment of Robert Lipka to the Barrier Free Sub-Council to represent the Commercial Construction/Land Development industry segment for a term ending January 31, 2022, effective February 1, 2019; CARRIED

4.1. Direction of the Barrier Free Sub-Council

Lee Ramsdell / Michael Francon moved to request AMA to meet with the Premier's Council to discuss how the Barrier Free Council and Premier's Council can work together; CARRIED

5.3. Meeting Adjournment

Chris Schamber / Lee Ramsden moved that the meeting be adjourned; CARRIED