

**ACPD's Built Environment Working Group Meeting  
Notes**

**March 5<sup>th</sup>, 2024**

**Virtual Teams Meeting**

**4:00PM – 6:00PM**

**Members in Attendance:** Lance Dingman, James Kemp, Hargun Kaur, Cara Hernould, Levi Janosi, Anthony Frisina

**Members Absent:** Michael Opoku-Forfieh

**1. Welcome and Introductions**

**2. Nomination of Chair:** We began by James offering to serve as Chair for the next three or four months in order to get the BEWG up and running as quickly as possible due to the fact that the group is full of new members. We then discussed nominating a Vice-Chair (or Vice-Chairs) at the next meeting that would learn from James on the basic operations of Built during this transitional period and would take over as Chair from then on. It was agreed that this was a sensible way of moving forward without putting undue

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pressure on new members while they get up to speed.

**3. Approval of the March 5<sup>th</sup> Agenda:** The agenda was approved.

**4. Review of Outstanding Business List:** Chair reviewed the list with the group, explaining all the business in detail while providing history on the previous term's efforts and difficulties. This was an excellent opportunity to discuss what Built does and how each member can contribute to the committee over the next term. Chair will refine the OBL and add more explanatory information before handoff.

**5. Review of BEWG Work Plan:** We reviewed the most recent copy of BEWG's Work Plan which was never approved by Council. Chair will try to find out if we need to resubmit or revise. While going through it, we noticed some redundancies, especially with the additions to the most recent ACPD TOR. This will be a topic for discussion at a future meeting.

**6. Municipal Infrastructure and Capital Projects List Discussion for New Members:** This whole meeting was mainly an information session due to the high number of new members. Throughout the OBL and

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Work Plan review, we discussed municipal infrastructure like Urban Braille, APS signal buttons, bus stops, curb cuts, bypasses, park upgrades, snow removal and so on. We also discussed reviewing Capital Projects through meetings with staff, architects and engineers and touring municipally funded facilities to assess its actual accessibility. We also reviewed the process in which members can raise issues of concern to them and how we can request the appropriate staff to speak to said issues. The Chair briefly touched on the AODA, IASR, OBC and BFDG, but we will discuss them in much more detail in the future.

**7. Other Business:** There was no other business.

**8. Adjournment**