

The Corporation of the Municipality of Mississippi Mills

# ACCESSIBILITY ADVISORY COMMITTEE AGENDA

Wednesday, November 20, 2019

3:00 p.m.

Council Chambers, Municipal Office

## A. APPROVAL OF AGENDA

## B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

## C. APPROVAL OF MINUTES

AAC Minutes dated September 18, 2019

Pages 2-3

## D. DELEGATIONS / PRESENTATIONS / TOURS

## E. BUSINESS ARISING OUT OF MINUTES

## F. ROUND TABLE

## G. REPORTS

1. Draft 5 Year Accessibility Plan

Pages 4-11

2. Draft Annual Accessibility Report

Pages 12-16

3. Almonte Curling Club – Accessibility Review Report

Pages 17-32

## H. INFORMATION / CORRESPONDENCE

1. Ontario Professional Planners Institute Presentation  
Re: Accessibility and Heritage

Pages 33-77

2. Government of Ontario  
Re: Webinar – Innovative Accessibility Projects

Pages 78-165

## I. OTHER / NEW BUSINESS - None

## J. MEETING ANNOUNCEMENTS

December 18, 2019 at 3:00 p.m.

## K. ADJOURNMENT

A meeting of the **Mississippi Mills Accessibility Advisory Committee** was held on **Wednesday, September 18, 2019 at 3:00 p.m.** at the Municipal Office.

**PRESENT:**

Committee: Araina Clark  
Betty Preston  
Jim Lowry  
Kristen Cavanagh-Ray  
Myrna Blair  
Councillor Cynthia Guerard

Staff/Others: Jeanne Harfield, Acting Clerk

Regrets: Paul Crozier  
Claire Marson

---

Chairperson Betty Preston called the meeting to order at 3:05 p.m.

**A. APPROVAL OF AGENDA**

**Moved by Araina Clark**  
**Seconded by Councillor Guerard**  
**THAT** the agenda be accepted as presented.

**CARRIED**

**B. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF**

None

**C. APPROVAL OF MINUTES**

**Moved by Myrna Blair**  
**Seconded by Jim Lowry**  
**THAT** the minutes dated August 21, 2019 be approved as presented.

**CARRIED**

**D. DELEGATIONS / PRESENTATIONS / TOURS**

1. Pakenham Trail Working Group  
Re: Proposed Margie Argue Trail in Pakenham

Jeff Mills and Doris Rankin provided an overview and background of the proposed Pakenham Trail, the proposed route, accessibility provisions, community partners, and next steps.

**Moved by Kristen Cavanagh-Ray**  
**Seconded by Myrna Blair**  
**THAT** the Accessibility Advisory Committee supports the Margie Argue Trail Project as presented.

**CARRIED**

**E. BUSINESS ARISING OUT OF MINUTES**

None

**F. ROUND TABLE**

None

**G. REPORTS**

None

**H. INFORMATION / CORRESPONDENCE**

1. Ministry of Seniors and Accessibility  
Re: Notice of Innovative Accessibility Projects Showcase  
Webinar of September 25, 2019 2:00 – 3:30

ACTION: conflict schedule with date and time, staff to distribute material once received by the Ministry

**I. OTHER/NEW BUSINESS**

None

**J. MEETING ANNOUNCEMENTS**

October 16, 2019 @ 3:00pm

**K. ADJOURNMENT**

**Moved by Kristen Cavanagh-Ray**  
**Seconded by Myrna Blair**  
**THAT** the meeting be adjourned.

**CARRIED**

The meeting adjourned at 3:55 p.m.

---

Jeanne Harfield, Acting Clerk  
Recording Secretary



**MUNICIPALITY OF MISSISSIPPI MILLS**  
**MULTI-YEAR ACCESSIBILITY PLAN**  
**2020-2025**



## Executive Summary

The Municipality of Mississippi Mills Multi-Year Accessibility Plan 2020-2025 outlines the initiatives the Municipality has taken and plans to take to ensure compliance with the *Accessibility for Ontarians with Disabilities Act, 2005 (AODA)*. The Plan also identifies steps taken to address the growing needs of our community.

The Municipality of Mississippi Mills is committed to ensure that persons with disabilities share the same rights, freedoms and obligations so that they may live as independently as possible and able to participate in all that the Municipality of Mississippi Mills has to offer. The annual accessibility plan represents and plays an important role in recognizing the needs of persons with disabilities that reside in Mississippi Mills.

The multi-year plan sets out strategies to identify and remove barriers to accessibility. It also positions the Municipality as a leader in accessibility matters in the community.

## About Mississippi Mills

On January 1, 1998, the Corporation of the Municipality of Mississippi Mills was created by an amalgamation of the former Town of Almonte, the Township of Ramsay and the Township of Pakenham. The Municipality is a diverse community of rural and rural with a population of 13,163 covering over 500 square kilometres of land within Lanark County just west of the City of Ottawa.

Statistics Canada information indicates that 22% of Canadians aged over 15 years have one or more disabilities and the prevalence of disability increased with age, from 13% for those aged 15 to 24 years to 47% for those aged 75 years and over. Based on Mississippi Mills population and Canada's average number of individuals with an identified disability, there would be just under 3,000 residents living with a disability.

## Legislation

### **The Accessibility for Ontarians with Disabilities Act, 2005 (AODA)**

In 2005, the Ontario Government passed the AODA to benefit all Ontarians by developing, implementing and enforcing accessibility standards. The AODA sets out the road map for an accessible Ontario by 2025 with mandatory and enforceable standards in five key areas:

1. Customer Service
2. Information and Communications
3. Employment
4. Transportation
5. Public Spaces

The AODA also requires that municipalities prepare annual status reports on progress of measures taken to implement your accessibility plan. In addition, municipalities must also file an online report every two years that identify how the municipality is complying with AODA standards.

### **Ontario Disabilities Act, 2001 (ODA)**

The ODA was established to improve the opportunities for people with disabilities. Certain sections of the ODA were rescinded in 2015 that applied to municipalities. This was done to streamline accessibility requirements across different accessibility laws and remove duplicated requirements.

### **Ontario Regulation 191/11 – Integrated Accessibility Standards Regulation (IASR)**

The IASR was enacted in July 2011 and establishes accessibility standards for information and communications, employment, transportation, the design of public spaces and customer service. The requirements apply to the public, private and not for profit sectors and have compliance dates ranging from 2011 to 2021.

## Mississippi Mills Accessibility Advisory Committee

The Mississippi Mills Accessibility Advisory Committee (AAC) advises and assists Council and staff in promoting and facilitating accessible services and facilities. This is achieved through the review of municipal policies, programs and services and the identification, removal and prevention of barriers faced by people with disabilities.

The AAC is made up of between 5 to 7 members of the public, 1 to 2 members of Council, and the Mayor is an ex-officio member.

## Mississippi Mills' Plan

### 1. Customer Service

The Municipality of Mississippi Mills developed an Accessible Customer Service Policy in January 2010. Accessible customer service means giving people with disabilities the same opportunity to access the municipality's goods and services and allow them to benefit from the same services, in the same place and in a similar way as other people.

The Municipality of Mississippi Mills continues to:

- Provide accessible training to staff (training completion certificates are saved with the employee's personnel file)
- Ensures that anyone who provides service on behalf of the municipality has been trained on providing accessible customer service

#### 2020-2025 Customer Service Goals

- Explore the opportunity to utilize technologies to support accessible customer service. Such as acquiring a tablet to facilitate communication for deaf, deafened, and hard of hearing visitors and non-English speaking visitors. The tablet may also be able to magnify information for people with low-vision and may be capable of accessing an on-demand sign language interpreter.
- Review the Accessible Customer Service Policy and Procedure and identify opportunities to reinforce and promote requirements that enhance accessible customer service
- Continue to identify and address potential barriers at public spaces
- Identify additional employee training in a variety of formats which may include: in-class, events, and e-learning on IARS requirements
- Accessible 2022 Election
  - Evaluation of all voting locations and methods to ensure that locations are fully accessible and provides barrier free access to voters, candidates and employees
  - Ensure that all election materials are made available in a number of accessible formats

## 2. Information and Communication

The Information and Communications Standard under the IASR requires that the Municipality communicates and provides information in ways that are accessible to people with disabilities.

The municipality continues to:

- Maintain accessible website and web content where possible
- Municipal staff strive to communicate in accessible formats

### 2020-2025 Information and Communication Goals

- Develop and/or update standards and guides for municipal employees for accessible digital, marketing and media content
- Revised municipal website to meet or exceed WCAG 2.0 Level AA
- Explore the use of accessibility tools to test the municipality's website for accessibility standards
- Provide video recording of Council and Committee of the Whole meetings
- Ensure that all print documents are accessible

## 3. Employment

The employment standard under the IASR sets out accessibility requirements that the municipality must follow to support the recruitment and accommodation of employees. This includes preparing individualized emergency response information for persons with disabilities and making employment practices and workplaces more accessible for new and existing employees with disabilities.

The municipality continues to:

- Notify applicants about the availability of accessibility accommodations in the recruitment process
- Advise successful candidates about the availability of accommodations for employees with disabilities

### 2020-2025 Employment Goals

- Continue to review human resource policies to prevent or remove barriers, ensure they are compliant with legislation and reflect best practices

#### 4. Transportation

Most of the requirements of the Transportation Standard relate to the operation of public transportation systems. The Municipality of Mississippi Mills does licence taxis within the municipality but does not own or operate any transportation system.

##### 2020-2025 Transportation Goals

- Explore partnerships with local organizations that are able to provide accessible transportation.
- Promote any accessible transportation services available in the Municipality

#### 5. Public Spaces

The Design of Public Spaces Standard under the IASR requires that the Municipality to ensure that newly-constructed or significantly renovated public spaces are accessible.

The municipality also complies with the Ontario Building Code's requirements for accessibility in the built environment.

The municipality continues to:

- Conduct annual identification of barriers at all municipally-owned facilities
- Consultation with the AAC on all new designs for public spaces

2020-2025 public space goals:

- Continue to prioritize accessibility in newly designed and significantly renovated public spaces
- Explore community engagement opportunities during the project design phase
- Enhance pedestrian safety
- Incorporate accessible features with the Almonte Downtown Revitalization project

## Accessibility Moving Forward

The Municipality must comply with the statutory requirements identified in the AODA; however, the municipality is committed to identifying and enacting on barrier-reducing initiatives to approve accessibility in the municipality.

Barrier reducing initiatives endorsed by the Accessibility Advisory Committee include:

- Conducting an accessibility survey to garner feedback from the community to identify barrier reducing opportunities
- Work with community partners in the community and county to promote accessibility opportunities
- Annual accessibility recognition or Celebrating Accessibility Awards
- Create an annual accessibility fund that would identify barrier-reducing improvements to municipal assets such as buildings, recreation facilities or outdoor spaces.

## 2019 ACCESSIBILITY ANNUAL REPORT - IDENTIFIED BARRIERS

ALMONTE DAYCARE CENTRE – 208 STATE STREET						
TYPE OF BARRIER	LOCATION	DESCRIPTION	REMEDY	PRIORITY	ESTIMATED COMPLETION DATE	COMMENTS
P	Almonte Daycare	No elevator to second floor	Install elevator	Low	Major renovation	If a child with disabilities attends the daycare their programming takes place on first floor. Also recently opened a daycare at the school that would be accessible
P	Almonte Daycare	Accessible Parking	Install more spaces	Medium	2025	Only one place to drop off persons with disabilities and parking is limited, under review
P	Almonte Daycare - Washrooms	Doorways, sinks taps, counters, toilets	Lower counters upgrade fixtures, install accessible doors with push buttons and alarms	Medium	2025	If a child with disabilities attends they cannot reach the taps, or use facilities at ease, and no privacy.

## 2019 ACCESSIBILITY ANNUAL REPORT - IDENTIFIED BARRIERS

ROADS & PUBLIC WORKS – 3131 OLD PERTH RD						
TYPE OF BARRIER	LOCATION	DESCRIPTION	REMEDY	PRIORITY	ESTIMATED COMPLETION DATE	COMMENTS
P	Municipal Garage - Washrooms	Not accessible	Renovation	Low	2020+	Pending Facility Needs Assessment
P	Municipal Garage - Entrance	Not accessible	Renovation	Low	2020+	Pending Facility Needs Assessment
A	Sidewalks in Almonte and Pakenham	Sidewalks are uneven and not all sloped to accommodate passage by wheelchairs and strollers	Reconstruct sidewalks	High	Incorporated yearly	Safety concern, fall/trip hazard. New designs incorporating tactile indicators (TWSI's). Each year there is a budget allocated to sidewalk repairs. The list of repairs is prioritized by Public Works Department.
P	Sidewalk on Little Bridge Street	Sidewalk too high off the road	Extend railing	Medium	2020+	Detailed design currently underway that will address this issue.

## 2019 ACCESSIBILITY ANNUAL REPORT - IDENTIFIED BARRIERS

PUBLIC LIBRARY – ALMONTE BRANCH – 155 HIGH ST						
TYPE OF BARRIER	LOCATION	DESCRIPTION	REMEDY	PRIORITY	ESTIMATED COMPLETION DATE	COMMENTS
P	Reception counter	Counter requires an overhang to accommodate a wheelchair	Move the counter wall	Low	2020-21	A new strategic plan for 2017-27 identifies a space needs assessment for the Almonte branch renovation including accessibility which will include a redesign of the service counter. Patrons using wheelchairs can approach the accessible low counter for exchange of materials. Desk will be reconfigured in 2020 to accommodate until renovation
P	Door leading into meeting area	Door is too narrow to accommodate wheelchair	Enlarge doorway	Low	2020-22	The door from the quiet room meets accessibility standards (greater than 32 inches). The other door will be widened when the Almonte Branch is renovated in 2022.

## 2019 ACCESSIBILITY ANNUAL REPORT - IDENTIFIED BARRIERS

ALMONTE OLD TOWN HALL – 14 BRIDGE STREET						
TYPE OF BARRIER	LOCATION	DESCRIPTION	REMEDY	PRIORITY	ESTIMATED COMPLETION DATE	COMMENTS
P	Sidewalks	Uneven, cracked	Need repair	Low	2025	Hard for someone in a wheel chair to maneuver. This will be addressed by Public Works during their annual budget for sidewalk repair.
P	Washrooms on first floor	Doors are not automated	Install power assist doors	Low	2019-2022	This has been bumped to 2022 depending on operational needs

ALMONTE & DISTRICT COMMUNITY CENTRE – 182 BRIDGE STREET						
TYPE OF BARRIER	LOCATION	DESCRIPTION	REMEDY	PRIORITY	ESTIMATED COMPLETION DATE	COMMENTS
P	Main door to Curling Lounge	Doors are not automated	Install power assist	Low	2019	Preliminary investigation into the door upgrade has commenced with plans to install a new automated door. Work was completed in 2019.
P	Access onto the Curling Rink Surface	No accessible access onto curling slab, 2 sets of steep stairs	Review options	Low	2022	Complete a detailed review of accessible options (eg. stairlift, ramp, renovation) for access to curling rink. HP Engineering has been commissioned to design a plan with options for 2020-2022

## 2019 ACCESSIBILITY ANNUAL REPORT - IDENTIFIED BARRIERS

GEMMILL PARK – 182 BRIDGE STREET						
TYPE OF BARRIER	LOCATION	DESCRIPTION	REMEDY	PRIORITY	ESTIMATED COMPLETION DATE	COMMENTS
P	Gemmill Park parking lot	Access from parking lot to park has large gravel and is hard for wheelchairs and walkers	Pave a path or sidewalk to park entrance	Low	2022	This item will be considered for the 2020-2021 budget.

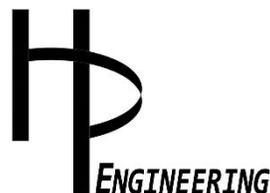
MUNICIPAL BUILDING – 3131 OLD PERTH RD						
TYPE OF BARRIER	LOCATION	DESCRIPTION	REMEDY	PRIORITY	ESTIMATED COMPLETION DATE	COMMENTS
P	Public washrooms	Accessible washroom doors are not automated	Install automated doors	Low	2021	This item will be considered for the 2021 budget.



Mississippi  
Mills

# ALMONTE CURLING CLUB 160 BRIDGE STREET Accessibility Review Report

HP Project No.: 19095  
Prepared For: Municipality of  
Mississippi Mills  
Project Manager: Calvin Murphy  
Prepared By: HP Engineering Inc.  
Date: October 1<sup>st</sup>, 2019



2039 Robertson Road, Suite 400, Ottawa, Ontario K2H 8R2  
Telephone: 613-695-3737 ~ Fax: 613-680-3636



## Contents

1. Introduction.....	1
2. Field Investigations and Observations .....	1
3. Accessibility Alternatives and Recommendations.....	2
3.1 Option 1: Stair Lift.....	2
3.2 Option 2: Inclined Platform Lift.....	2
3.3 Option 3: Vertical Lift .....	3
3.4 Recommended Alternative.....	3
4. Preliminary Cost Estimates.....	4
5. Conclusion .....	4



## 1. Introduction

The Municipality of Mississippi Mills has retained the services of HP Engineering Inc. to review possible alternatives to ensure barrier free access to the curling rink at the Almonte Curling Club, located in Almonte, ON.

The curling rink was constructed in 1989 as an addition to the previously built hockey rink and is primarily composed of structural steel frame system with concrete slab floors and foundation walls.

There are currently two stairways providing access to the lower rink area from the upper lounge area (one at each end of the club area). There is currently no viable barrier free access route onto the main playing surface. The Municipality has determined that barrier free accommodation is required and would like to convert the west stairway into a barrier free access pathway from the club area to the rink.

The scope of work for this assignment included completing a preliminary site inspection to obtain field measurements and to verify existing site conditions, and to review possible accessibility alternatives for the proposed location. This assignment did not include a detailed inspection or assessment of the existing structure or stairs, including handrails and guardrails.

The following report details the findings of the field review and review of accessibility alternatives. The review / results in this report are based on the requirements of the CSA/CAN-B651-17 - *Accessible Design for the Built Environment* and National Building Code of Canada 2015.

## 2. Field Investigations and Observations

HP Engineering visited the site along with Municipality staff on July 25<sup>th</sup>, 2019, in order to complete a field investigation. During the investigation, general measurements of the area and accessible structural components were taken. No destructive removals were completed to ascertain the exact construction of the stairs and the walls. However, at the time of investigation, the Municipality provided an existing “review” set of drawings dated 1988.

The main structure over the curling rink consists of open web steel gable joist with steel W section columns on concrete foundation walls and footings. The curling rink area is at a lower elevation than the adjacent lounge (approximately 950mm). Public access between the rink and lounge area is through two staircases, one at the east and west end of the lounge. A basement area is located below the lounge which includes change rooms, showers, mechanical rooms, and storage rooms.

Based on existing “review” drawings dated 1988 provided by the Municipality, the existing lounge floor consists of a steel reinforced concrete slab supported by open web steel joists. The staircase currently considered as the preferred location for accessibility modifications is constructed of steel reinforced cast-in-place concrete. The staircase is constructed as a suspended slab over a storage room.

There are two small landings at the top and bottom of the staircase. A doorway separates the lower landing from the rink area. The staircase is flanked by the rink wall on the west side and a half wall on the east side. A handrail is present along the west side of the staircase. Photos of the stairs are presented in Appendix A. The stairs include five (5) risers with heights varying between 168mm to 190mm. the total elevation difference between the rink area and the lounge floor is approximately 950mm.



### 3. Accessibility Alternatives and Recommendations

The Municipality has expressed interest in installing a new accessibility lift to allow barrier free access to the curling rink area. As part of the accessibility retrofit, the Municipality requires that the stairs remain functional when the proposed lift is not in use due to the limited number of ingress and egress points in the rink area. As such, regardless of the type of lift selected, the lift platform will need to be storable in order to allow for safe use of the stairs. Additionally, it is expected that the Municipality will prefer options that limit the amount of structural modifications to the area to allow for installation and proper support of the lift.

As part of the preliminary discussion with Municipality representatives, the option to “do nothing” was preemptively ruled out as the Municipality’s policy is to be inclusive and provide barrier free access for all its citizen in public facilities. Furthermore, due to the limited space available in the lounge, stairs and curling rink area, the option to build a ramp was also ruled out as it would be impractical and would occupy too much space.

Based on the above, the following options are provided as a means of action for the accessibility retrofit for the Almonte Curling Club. An example of the type of lifts discussed in the following options can be seen in Appendix B.

#### 3.1 Option 1: Stair Lift

A stair lift is a permanently installed elevating device for transporting persons with physical disabilities between two levels by means of a guided carriage moving along a track in the direction of the stairs. Installation of a stair lift would provide some improved accessibility for people who cannot readily use stairs. The carriage for this type of lift consists of a chair which, in some models, can be folded up when not in use. However, this type of lift could not readily be used by a person using a wheelchair and thus does not provide full accessibility to the curling area. Consequently, this option does not fulfill the mandate of this assignment and is therefore not considered feasible; no further consideration will be given to this option.

#### 3.2 Option 2: Inclined Platform Lift

An inclined platform lift is a permanently installed elevating device for transporting a passenger with wheelchair between two levels by means of a guided carriage travelling along a rail system mounted alongside the stairs. The carriage for this type of lift consists of a platform which, in some models, can be folded up when not in use allowing easy access to the stairs. Some models also house battery units allowing for continued operation through a power failure.

An inclined platform lift provides complete barrier free access between the Curling Arena lounge and rink area as mandated by the Municipality, while maintaining access and use of the stairs when the platform is not in use. Additionally, this type of lift is advantageous in areas having limited space where installation of a full vertical lift cannot be easily accommodated. The installation of this type of lift also generally does not require significant renovations or structural modifications to the surrounding structure.

The overall cost associated with this type of lift and work involved in this option would be more than Option 1. However, the installation of this type of lift would require less modifications to the stairs than Option 3, thus limiting the costs for additional construction work.



If the Municipality wishes to proceed with this option, some minor modifications would be required to allow for proper installation of the lift device, such as relocation of the handrail and the door separating the lounge and rink area. However, in order to determine the exact nature of the outer wall of the curling rink, some destructive removals would be required to ascertain if any additionally structural modifications are required based on the requirements of the lift manufacturer.

### 3.3 Option 3: Vertical Lift

A vertical lift consists of a platform driven by a hydraulic system travelling up and down a vertical rail system that is enclosed in the lift tower. This type of lift does not require a separate machine room. The type of lift is configured to safely carry a passenger using a wheelchair along a short vertical distance (approximately 1.2m) with two stops. This type of lift can include a manual lowering system, as well as a battery powered operating system in the event of a power failure.

A vertical lift provides complete barrier free access between the Curling Arena lounge and rink area as mandated by the Municipality. However, this type of lift would occupy significantly more space than the inclined platform lift as the vertical lift cannot be temporarily stored when not in use. Additionally, if the Municipality wishes to install this type of lift in the area of the stairs, it would be necessary to remove the stairs in order to install the vertical lift. This would incur significant additional construction cost relative to Option 2. Alternatively, if the Municipality wishes to retain the stairs and install the lift elsewhere, for example through the half wall allowing for shared bottom landing with the stairs, the construction costs would be lessened, and the stairs could be preserved for continuing use.

The overall cost associated with this type of lift and work involved in this option would be significantly more than Option 2. Additionally, some structural modifications of the structure would almost certainly be required to accommodate the space required for the installation of this type of lift.

If the Municipality wishes to continue with this option, some significant structural modifications would be required to modify either the stairs or the lounge floor. Based on a review of the existing structural drawings, it is our understanding that the stairs consist of a steel reinforced concrete slab and the lounge floor is supported by a structure steel frame. Some destructive removals may be required in order to determine the exact nature of these elements in order to complete a retrofit design. Some of these elements may also be accessible from below with limited removals required.

### 3.4 Recommended Alternative

The installation of a vertical lift (Option 3) is believed to be prohibitively costly compared to the installation of an inclined platform lift (Option 2), while the stair lift described in Option 1 does not meet the requirements as set out by the Municipality for a barrier free access to the rink. Additionally, the scope of structural modifications required for the installation of a vertical lift would also lead to an appreciably longer construction period, while installation of an inclined platform lift could be completed much quicker as there would be little to no need for any detailed design.

Therefore, considering the above, Option 2: Inclined Platform Lift is the recommended alternative. Construction time will vary depending on whether any structural reinforcing will be required.



#### 4. Preliminary Cost Estimates

The following preliminary estimates of expected construction costs (Class ‘D’) for options 2 and 3 have been developed for the supply and installation of an accessibility lift, including anticipated additional construction required for structural strengthening and modifications. These costs should be considered preliminary only and should be used for budgeting purposes. Actual construction costs may vary based on detailed design development and market forces at the time of tender.

##### Option 2 – Inclined Platform Lift Estimate of Expected Construction Costs

No	Item	Unit	Quantity	Unit Price	Amount
1	Mobilization, Sitework, and Demobilize	LS	1	\$1,500.00	\$1,500.00
2	Supply and Install of Inclined Platform Lift	LS	1	\$52,000.00	\$52,000.00
3	Reinforce Masonry Block wall for Lift Installation	LS	1	\$5,000.00	\$5,000.00
4	Restore Site to Existing Conditions	LS	1	\$1,500.00	\$1,500.00
<b>Subtotal</b>					<b>\$60,000.00</b>
<b>Contingency 20%</b>					<b>\$12,000.00</b>
<b>Total (Sales Taxes Excluded)</b>					<b>\$72,000.00</b>

##### Option 3 – Vertical Lift Estimate of Expected Construction Costs

No	Item	Unit	Quantity	Unit Price	Amount
1	Mobilization, Sitework, and Demobilize	LS	1	\$3,000.00	\$3,000.00
2	Supply and Install of Vertical Lift	LS	1	\$54,000.00	\$54,000.00
3	Structural Modifications and Reinforcement	LS	1	\$30,000.00	\$30,000.00
4	Restore Site to Existing Conditions	LS	1	\$3,000.00	\$3,000.00
<b>Subtotal</b>					<b>\$90,000.00</b>
<b>Contingency 20%</b>					<b>\$18,000.00</b>
<b>Total (Sales Taxes Excluded)</b>					<b>\$108,000.00</b>

The above costs are for the supply and installation of an accessibility lift and provisional costs for miscellaneous construction and strengthening of structural elements to accommodate the installation of the preferred lift based on the manufacturer’s requirements. The exact scope and associated costs of structural work will be determined during development of the design.

#### 5. Conclusion

The Municipality of Mississippi Mills has retained HP Engineering Inc. to review possible alternatives to improve barrier free access at the Almonte Curling Club. Special considerations for this assignment include presenting alternatives that provide full accessibility to the curling rink area from the lounge (i.e. access for persons in wheelchairs) while limiting the need for extensive structural modifications to the building. Furthermore, due to the limited number of access points from the lounge to the rink, the Municipality wishes that all existing stairs remain usable by patrons following the completion of any modifications. Due to the limited area in and around the entrance to the rink area, the Municipality had previously ruled out the



possibility of constructing a ramp as it would infringe on the curling playing area. Therefore, HP Engineering was specifically asked to investigate different types of accessibility lifts that could be implemented in this situation.

Due to the limited space available to install barrier free upgrades, and based on the requirements mentioned above, the Municipality may wish to pursue Option 2 – Inclined Platform Lift as the preferred alternative as this type of accessibility lift would limit the need for extensive construction, and therefore could be implemented in a relatively short period of time. Additionally, this option provides the requested barrier free access at a lesser cost than other types of lift.

Note that additional, more in-depth, structural investigation work may be required to determine if the existing structure can adequately support the proposed lift, or to determine the scope of additional construction work for the preparation of design drawings for the strengthening of elements as required by the lift manufacturer.

We trust that the above meets your requirements. Should you have any questions or require further information, please do not hesitate to contact the undersigned.

Regards,

**HP Engineering Inc.**



Tashi Dwivedi, M.A.Sc., P.Eng.  
Principal

A handwritten signature in cursive script that reads 'Mathieu Poulin'.

Mathieu Poulin,  
Structural Designer

**Appendix A**  
**Existing Conditions**



Photo 1: Upper landing of stairs in the club lounge



Photo 2: View from upper landing of stairs



Photo 3: View from bottom landing of stairs

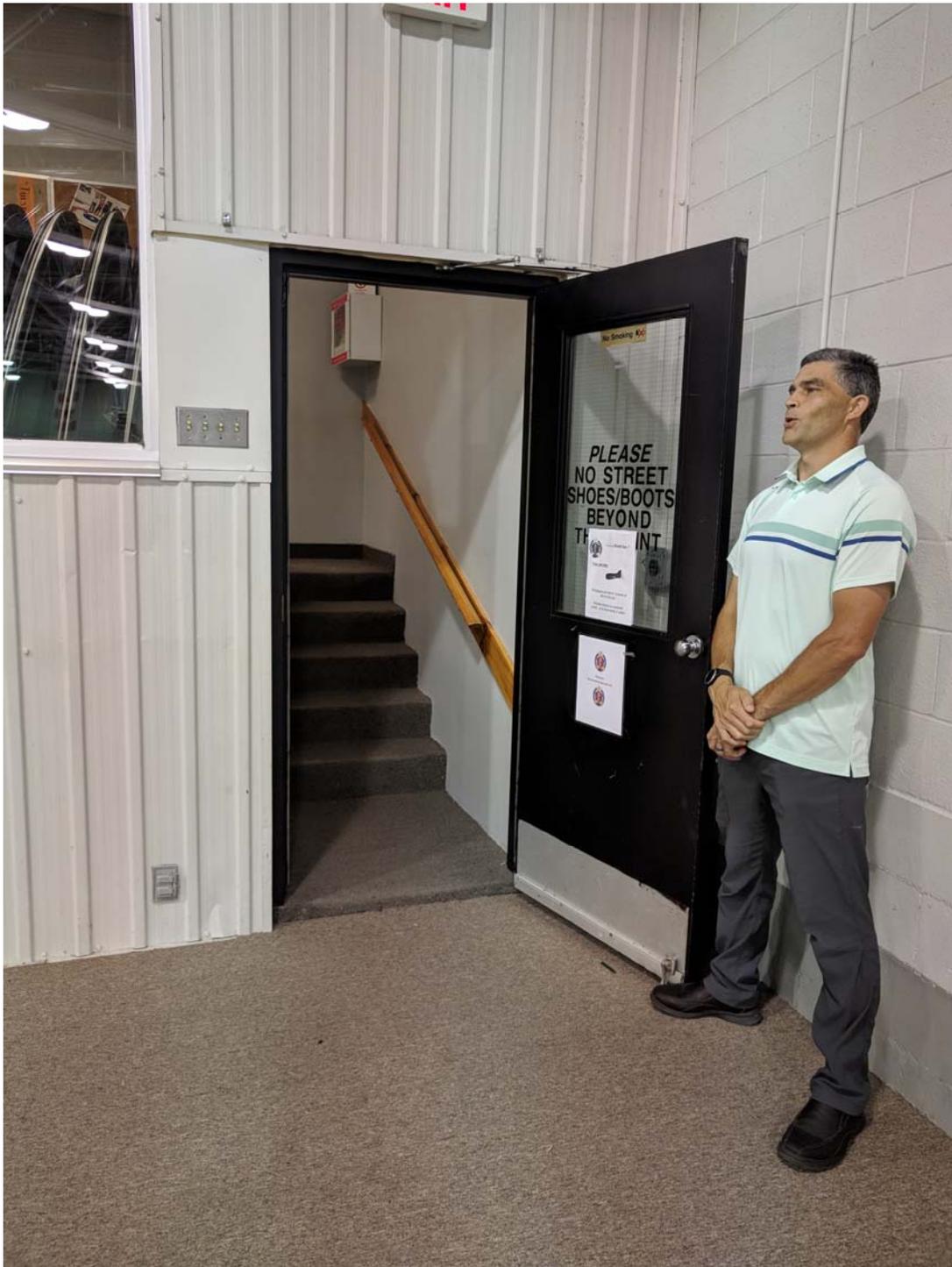


Photo 4: Lower landing of stairs at rink level



Photo 5: Doorway separating lower landing of stairs and curling rink area

**Appendix B**  
**Accessibility Lift Alternatives**



Photo 1: Option 1 – Stair Lift



Photo 2: Option 2 – Inclined Platform Lift



Photo 3: Option 3 – Vertical Lift

Ministry for Seniors and Accessibility

# Main Street Ontario: Heritage Meets Accessibility

**OPPI Conference 2019**

October 2019

Ontario 

## **Agenda**

1. Accessibility and Heritage
2. Design of Public Spaces Standards overview including:
  - I. Design specifications
  - II. Consultation requirements
3. Case Studies
4. Helpful resources
5. Questions

2

## Accessible Main Streets and Heritage

There are **2.6 million** people with disabilities in Ontario.

Making main streets and heritage sites accessible, will attract people with disabilities as customers, visitors and employees, as well as their family and friends.



Lowered Curb at Crosswalk – Peterborough, Ontario

## How to Improve Accessibility in Main Streets and Heritage Sites

1. Customer Service
2. Information and Communications
3. Built Environment



**Integrating accessibility into these areas is possible!**

4

Ontario 

### Customer Service

- Under the AODA, organizations are required to [train both volunteers and employees on accessible customer service](#). It teaches staff how to understand the needs of people with disabilities and how and when to provide assistance.

### Accessible Information

- Integrating accessibility can also be achieved through clear communication that consider the needs for people with disabilities.
- Having information available to visitors before they come into your place of business lets them know what level of accessibility to expect.

### Accessible Built Environment

- Any alteration to a heritage property that may affect its heritage attributes requires consent from the local municipal council. Changes to support accessibility are no different. This is the stage in the accessibility planning

process where options should be explored for providing as much access while having as little impact as possible on heritage attributes.

- Example: having an accessible design solution that is distinguishable from the original fabric of the building is a way of celebrating how a heritage property can evolve to accommodate accessibility needs.
- Example: Portable ramps can be an interim solution and they can be easily installed and removed, with minimal impact.
- Consultation with a municipal heritage committee, people with disabilities, or a local accessibility advocate organization helps ensure the right solution is found.

## StopGap Foundation

It builds **free custom temporary wooden ramps on request** and assists people who want to organize a ramp-building program in their communities.

Their mission is to help communities discover the benefit of barrier-free spaces and providing support to create them.

It's important to note that municipal by-laws may apply here and therefore this portable ramp option may not be feasible.



5

Ontario 

- The StopGap Foundation is a non-profit with a mission to help communities discover the benefit of barrier-free spaces and providing support to create them.
- Through StopGap Community Ramp Projects and Ramps on Request, single step businesses are provided with a colourful deployable and free access ramp to eliminate barriers in the built environment and create inclusive spaces we can all live, work, and play in.
- The Foundation works collaboratively with policy makers, designers, builders, architects, and community energizers to inspire a shift in perspective about the importance of universal access and inclusion. The brightly coloured ramps spark curiosity and invite people to think and talk about accessibility in fun

and innovative ways.

- It's important to note that municipal by-laws may apply here and therefore this portable ramp option may not be feasible.

# **Main Street Accessibility: Design of Public Spaces Standards**

6

## Accessibility Standard for the Design of Public Spaces

Areas covered:

1. Accessible parking
2. Exterior paths of travel
3. Service-related elements
4. Outdoor public-use eating areas
5. Maintenance
6. Recreational trails and beach access routes
7. Outdoor play spaces



7

Ontario 

DOPS covers 7 areas that are **primarily outdoor spaces**.

The standard covers:

- Accessible parking, both on and off street
- Exterior paths of travel, like sidewalks
- Service-related elements, like service counters, fixed queuing guides and waiting areas
- Outdoor public-use eating tables, like at rest stops and picnic areas
- And the maintenance and restoration of public spaces
- Recreational trails and beach access routes
- Outdoor play spaces, like playgrounds in provincial parks and local communities

## Go-Forward Nature

Changes to the built environment:

- You **DO NOT** have to retrofit.
- DOPS applies to **new** public spaces or **major changes** to existing public spaces



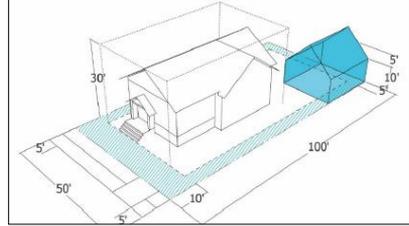
8

Ontario 

- Organizations are **not** required to retrofit public spaces to meet the DOPS requirements.
- The Standard requires organizations to incorporate accessibility when:
  - Building **new** public spaces, or
  - **Redeveloping** existing public spaces
- This means that organizations are **not** required to alter their public spaces if they have no plans to do so.

## Myth: Everyone has to renovate their building

- The AODA does not apply to a building's physical structure.
- The Ontario Building Code was amended to enhance accessibility requirements. The effective date of the amendment was January 1, 2015.
- Ontario's Building Code is administered by the Ministry of Municipal Affairs and Housing: <http://www.mah.gov.on.ca/Page10546.aspx>



9

Ontario 

- The Ontario Building Code sets technical requirements for building construction and renovations in Ontario including requirements for accessibility in buildings.

## Exterior Paths of Travel

**Sidewalks and walkways that link us between places to work, travel, shop and play**

Includes requirements for:

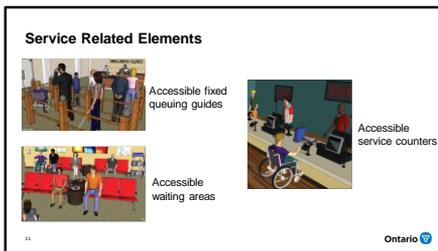
- Ramps
- Stairs
- Curb ramps
- Depressed curbs
- Accessible pedestrian signals
- Rest areas



10

Ontario 

- Exterior paths of travel are the sidewalks and walkways intended to provide a functional route from Point A to Point B, rather than those paths that are intended to provide a recreational experience.
- These requirements cover the paths themselves – for example a sidewalk – and adjacent elements like ramps, stairs and curbs.
- There are also requirements for accessible pedestrian signals and rest areas along the paths.
- Public sector and large organizations must consult with the public and people with disabilities on the design and placement of the rest areas.
- Municipalities must also consult with their Accessibility Advisory Committee when developing these spaces.

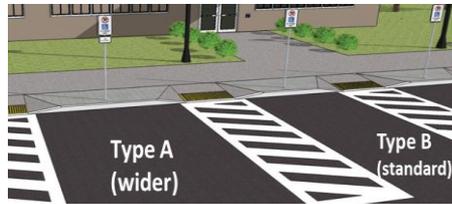


- You can see in the illustrations some examples of accessible fixed queuing guides, accessible service counters and waiting areas. I'm not going to go too into detail about these requirements, however I want to mention with respect to service counters, specific measurements aren't given to make them accessible. Instead, the regulation includes performance-based objectives that tell designers what features are necessary to create an accessible counter. This gives organizations the flexibility to choose an accessible design that best meets their business needs.
- The standard does say, however, how many service counters organizations need to provide. For example, a grocery store would have to provide at least one accessible service counter for each of its express, self-service and regular service aisles. This is because each of these counters provides a different type of service. People with disabilities should be able to access each type of service that is provided to other customers.

## Accessible Parking

### Definition:

- **On-street parking (Public Sector organizations)** includes parking spaces located on a highway, street, avenue, parkway, bridge or similar type of road.
- **Off-street parking** includes open area parking lots and structures intended for the temporary parking of vehicles by the public, and includes visitor parking in these lots/structures.



12

Ontario 

- There are different requirements for off-street parking and on-street parking.
- With respect to off-street parking, they apply to new parking facilities and the redevelopment of existing parking facilities, and cover things like:
  - the minimum number of accessible parking spaces required
  - the size of the parking spaces
  - access aisles and
  - signage requirements.
- Requirements for accessible on-street parking **only** apply to public sector organizations likely to have responsibility for constructing and redeveloping roadways, like municipalities, hospitals, universities and public transportation organizations.
- These organizations must consult with the public, including people with disabilities and their AAC, on the need, location and design of accessible on-street parking spaces when constructing or redeveloping existing on-street parking spaces.

# **Main Street Accessibility: Stakeholder Consultation**

13

## Requirements for Consultation

Consultation is required for renovated/new:

1. Recreational trails
  2. Accessible on-street parking spaces
  3. Outdoor play spaces
  4. Design and placement of rest areas on exterior paths of travel
  5. Determining the design criteria of bus stops and shelters in the community
- Site plans and drawings from developers **must** be provided to the accessibility advisory committees in a timely manner, when requested.



14

Ontario 

## Accessibility Advisory Committees (AAC)

Municipalities with 10,000 or more residents are required to have an AAC. Their role is to advise municipal council about requirements and implementation of Ontario's accessibility standards.

The requirements include:

- Participating in consultations about the establishment, review and updates of multi-year accessibility plans, as well as all the previously mentioned consultations on new or significantly renovated public spaces
- Reviewing site plans and plans of subdivisions

Committees may and often do go beyond the requirements to implement unique and innovative accessibility initiatives in their communities. Some include consulting on accessibility budgets, providing businesses with advice or even providing help to plan accessible places to vote.

For more information on the committees: <https://www.ontario.ca/page/municipal-accessibility-advisory-committees>

15



- Municipal Accessibility Advisory Committees are required under the AODA so that people with disabilities have a platform to join community conversations.
- The role of the committee is to provide advice to the municipal government on a wide range of processes to help make public services and facilities accessible to everyone.

# Heritage vs. Accessibility

16

## Accessibility and Heritage

- Ontario's accessibility laws allow exceptions including heritage designated properties.
- The goal is to provide the **highest degree of access with the lowest level of impact** on heritage attributes.
- Consultation plays a large part of balancing the needs of a community, improving accessibility while preserving its history.



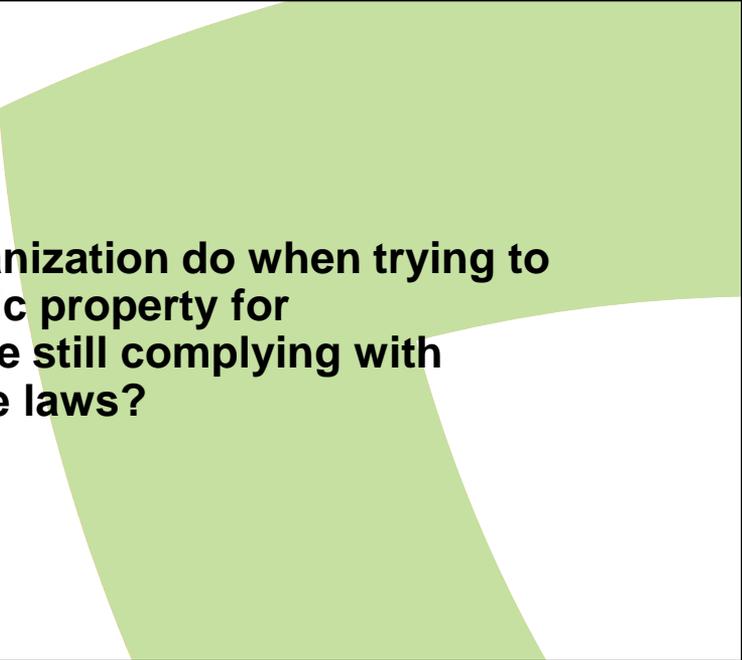
Handrails at Hamilton's City Hall

17

Ontario 

- Ontario's heritage legislation requires that any change likely to affect a designated heritage property's historical attributes must receive approval from municipal council. The changes that require approval depend on what is in the property's designation bylaw. Ontario's accessibility laws such as the AODA allow exceptions if compliance with the legislation would likely affect the cultural heritage value or interest of a heritage property.
- The key is to address accessibility needs while conserving what the community values about its heritage properties. The goal is to provide the highest degree of access with the lowest level of impact on heritage attributes.
- Consultation with various stakeholder groups including the Municipal AAC and

the Municipal Heritage Committee is important to identify potential conflicts. Having a holistic dialogue can help pinpoint how changes can improve accessibility while conserving cultural heritage.



**What can an organization do when trying to renovate a historic property for accessibility while still complying with Ontario's heritage laws?**

18

## DOPS: Exceptions

- The Integrated Accessibility Standards Regulation includes a number of exceptions, including allowances for practicability.
- Other considerations could include minimizing impacts on wildlife, the environment and **cultural heritage**
- Organizations ultimately determine if their circumstances require an exception, but they must be able to prove that it was necessary or provide a rationale upon request
- The standard does not prescribe how to document the rationale

19



- The Integrated Accessibility Standards Regulation includes a number of exceptions, including allowances for practicability.
- Other considerations could include minimizing impacts on wildlife, the environment and cultural heritage
  - Exceptions related to heritage include the properties designated under the Ontario Heritage Act, *Canada National Parks Act*, the *Historic Sites and Monuments Act* and the United Nations Educational, Scientific and Cultural Organisation's World Heritage List of sites
- Organizations ultimately determine if their circumstances require an exception, but they must be able to prove that it was necessary or provide a rationale upon request
- The standard does not prescribe how to document the rationale

## 3 Steps for Barrier Free Business Found On A Heritage Site

1. Work with accessibility, conservation specialists and users to find the best solution to create a barrier free building
2. Work with your municipality
3. Apply for a heritage permit



20

Ontario 

### 3 Steps for Barrier Free Business Found On A Heritage Site

#### **1. Work with accessibility, conservation specialists and users to find the most appropriate solution to create a barrier free place**

- It is important to consider accessibility from the beginning at the planning stage. Meeting with accessibility and heritage conservation specialists, as well as users with lived experience is essential. Users can help outline the requirements for a barrier free project. Heritage conservation specialists can help identify options for implementing these requirements while meeting heritage conservation objectives.

#### **2. Work with your municipality**

- Heritage conservation processes vary from municipality to municipality. It is important to contact your municipality during the planning stages of your project. Your municipality will advise on what assessments are required to obtain an alteration permit for your designated heritage property.
- Some municipalities have included accessibility considerations into their heritage planning, so work together to find how making changes to create a barrier free business that could contribute to that plan.

### **3. Apply for a heritage permit**

- For individually designated properties, an owner must obtain written consent from council to make alterations to the property that affect the property's heritage attributes.
- This applies not only to alterations of buildings or structures but also to alterations of other aspects of a designated property, such as landscape features or natural features, which have been identified as heritage attributes.
- In general, this should be a cooperative process, where a property owner submits an application for the proposed work, and receives advice and guidance from the Municipal Heritage Committee and/or municipal staff. Council makes the final decision on heritage permit applications unless this power has been delegated to municipal staff.

## Case Study - St. Marys

- Revitalized a main street and heritage conservation district due to broken pipelines.
- Removed and replaced the street infrastructure, roadway and sidewalks.
- Used this as an opportunity to improve accessibility including:
  - AODA compliant pedestrian signals at all crossings;
  - Accessible storefronts;
  - Accessible sidewalk paths of travel;
  - Accommodating the needs of the public for streetscaping and beautification.



21

Ontario 

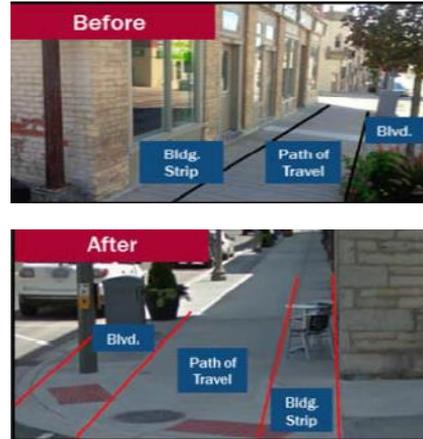
- St Mary's is a small town in southwestern Ontario with a population of just over 7 thousand.
- St. Marys' main street is an artery into the town business district. It's also part of a Heritage Conservation District and the site of recent construction and accessibility upgrades. The revitalization started because of the need of having to replace old pipelines underground that were at the end of their life cycle. The town used this as an opportunity to upgrade their main street and integrate accessibility requirements.
- The town's approach to the project not only improved accessibility, but minimized the disruption for business owners and residents.
- Before the revitalization, storefront were positioned prior to modern road standards which left physical constraints to meet accessibility and public expectations.
- The Town removed and replaced street infrastructure from all storefronts as

well as the roadway and sidewalks. This provided an opportunity to improve the district's accessibility. Some examples of the improvement considerations were:

- AODA compliant pedestrian signals at all crossings;
- Accessible storefronts;
- Accessible sidewalks or paths of travel;
- Accommodating the needs of the public for streetscaping and beautification.

## Case Study - St. Marys

- Consultation was paramount in successful revitalization, so they created their own steering committee for this project.
- Project oversight was structured so that all key decisions were reviewed by this committee.
- The project leads relied on their AAC to help determine what was essential to change at the storefronts.



22

Ontario 

- The Town had to get creative to meet the needs of residents, businesses, and tourists during the construction.
- The Town made sure the public was engaged throughout the revitalization. Involving the local Accessibility Advisory Committee's in the pre-design process ensured that accessibility concerns were identified at the start of the project. Design solutions to these barriers were part of the original design, not added as an afterthought.
- Through the steering committee, challenges to the revitalization project were discussed and various solutions were created. For example the local topography consisted of multiple steps with varied heights on the hilly terrain. In the end the community decided to create tiers on the sidewalks of the street. There is a 1.8 metre path of travel down the middle of the sidewalk. Where the sidewalk runs parallel to buildings it floats up and down at steeper grades to make the entrances accessible. The town also removed many permanent barriers from the boulevard that were flagged as impediments for all individuals.

- Changing the level of the boulevard required the town to take out a heritage permit for all the business along the sidewalk as most were located in heritage buildings. This gave the Town the flexibility to make modifications to buildings as they were needed and not slow down the project.
- In the end St. Mary's upgraded three downtown blocks and rehabilitated their historical Victoria Bridge within their planned timelines and budget.

## Case Study - St. Marys

The project involved a careful balancing of perspectives to ensure the project was a success.

The project's success can be attributed to:

1. Taking a proactive approach to pre-planning;
2. A flexible and understanding construction team;
3. Having a collaborative and community-minded project team.

23



- The project involved a careful balancing of perspectives to ensure the project was a success.
- The most controversial decision was that there would be no more permanent trees in the boulevard. This decision was made to improve accessibility, and visibility of the historic facades. However, to achieve a middle ground the town made the decision to rough in services for landscape design features at both ends of the Heritage Conservation District to create green spaces in the downtown

There are three main things that attributed to the projects success

1. Taking a proactive approach to pre-planning;
2. A flexible and understanding construction team; and
3. Having a collaborative and community-minded project team.



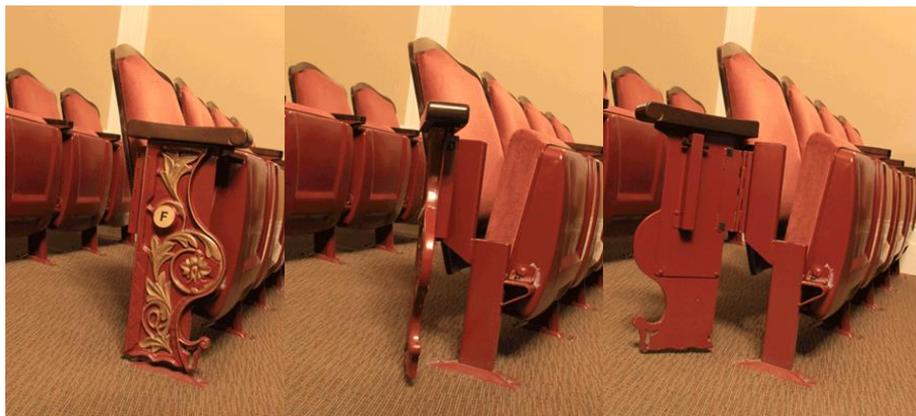
## Stratford

- Here you can see what Stratford did for their Ontario 150 project to revamp their market square.
- Within the square is Stratford city hall which did a number of things to increase accessibility including making their council chambers more accessible. The square itself consists of a series of slopes/ramps so that the persons of all abilities can move freely.
- Stores running facing the square have been made more accessible by having sidewalks raised so that there are no steps up to the stores and the streetscape has been narrowed so distance from sidewalk to sidewalk across traffic has been minimized allowing persons with disabilities easier access to cross the street.



## Kincardine, Ontario Accessibility Features

- In Kincardine, you can see what can happen when you start with one accessible feature which can be a domino effect and bring accessibility into your town.
- The picture in the middle is a mobi-mat which allows wheelchair access to the beach. Around the pictures you see an accessible washroom, an accessible path, and accessibility to businesses, all maintaining the character of an older Ontario town while meeting the accessibility needs of local citizens and tourists.



## Orangeville Opera House

- The Orangeville opera house is attached to the Orangeville townhall and council chambers, both of which have been made more accessible while recognizing the historic significance of the building itself. The picture on the left shows the original theatre seats that have been modified so that the ends open up so persons with mobility needs can access the chairs easily and once in the chair the historic facture closes while remaining intact.



St. James Church, Paris Ontario

- The picture in the bottom shows the original cobblestone features- the oldest cobblestone church in Canada in Paris Ontario and a modification that maintained the building while increasing accessibility. The rotunda at the front is made of cobblestone.
- Access to the church is via a ramp that has been incorporated from curb cut to curb cut on both streets and serves as both a walking path and an accessible ramp.
- Inside the church in the top picture, you see both modern technology and original design. Some of the benches are pews and have been shortened to allow for wheelchair access at both the front and back of the church. Once the benches were shortened, the original feature of the pew was restored to match the rest of the pews. Also of significance is the use of modern technology. If you note the screen allows for captioning, and assists people with visual impairments.



## Fergus Grand Theatre

- The Fergus Grand theatre is a great demonstration of mixing safety, heritage and accessibility. Note the picture to your left, where safety barriers have been put along the ramped front so that people using mobility devices can travel closely to the road. Inside the theatre, you see a mixture of accessibility (benches) and maintaining heritage (i.e. stained glass windows)



## Winter Garden, Toronto Ontario

- The picture on the bottom left demonstrates an accessible entrance which is not to take away from the overall entrance to the building. The theatre has been maintained by mixing accessible seating throughout the theatre in different areas to support safety for patrons, patrons may access their seats through walkers or wheelchairs, move to a seat, the mobility device is moved away for the safety of all patrons during the performance, and the individual is given a buzzer which you can then press and request to have your chair and walker back and then you also receive assistance to move or exit the theatre.



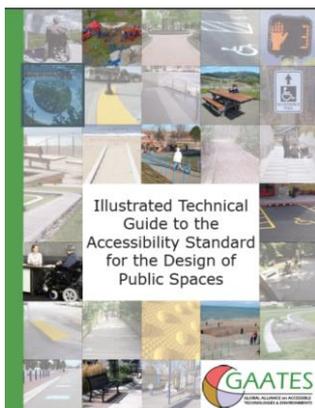
## Lennox Museum and Archives, Napanee Ontario

- The picture on the right you see a worn accessible entrance, being replaced by a ramp that offers more safety and more secure way to enter the building.

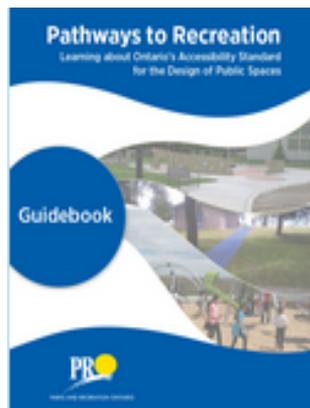
# Resources

31

## DOPS Resources



[GAATES Illustrated Technical Guide to the Accessibility Standard for the Design of Public Spaces](#)



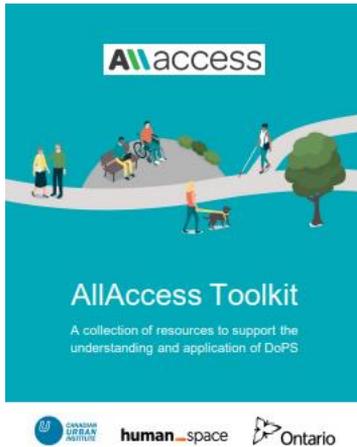
[Design guidebook for the recreation and parks sector.](#)

32

Ontario 

- The first is a the Global Alliance on Accessible Technologies and Environments Technical Guide to the DOPS standard. GAATES produced a DOPS guide, e-learning modules and webinars tailored for Ontario’s architects, landscape architects, interior designers, engineers and planners
- The design guidebook by Parks and Recreation Ontario called “Pathways to Recreation” was designed to help managers or operators of municipal and not for profit parks, outdoor recreation facilities and amenities.

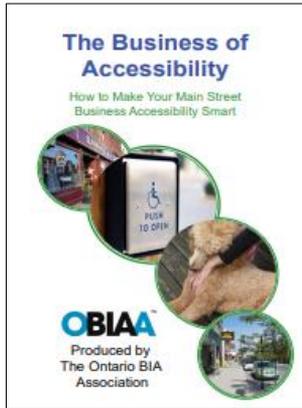
## DOPS Resources



[allaccesspublicspace.ca](http://allaccesspublicspace.ca): help designers, planners, municipalities, property owners and others involved in the design and development of public spaces to better understand and implement DOPS

AllAccess was developed by the Canadian Urban institute and they created an online toolkit full of resources that can be used by planners, landscape architects, designers, and anyone working with DoPS. It has been designed as a set of individual tools and resources for practitioners to support their understanding and application of the Standard.

## Main Street Resources



[The Business of Accessibility: a handbook on how to make your main street business accessibility smart](#)

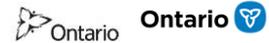
The Business of Accessibility: *How to Make Your Main Street Business Accessibility Smart* is a handbook that offers no-cost and low-cost ideas, gathered from people with first-hand experience, to inspire businesses to go beyond the minimum requirements of the AODA

## Heritage Resources



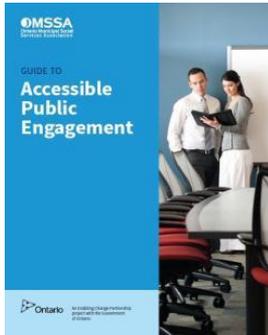
[Accessible Heritage - An Accessibility Tool Kit For Ontario's Heritage Organizations and Institutions](#)

35



[Accessible Heritage - An Accessibility Tool Kit For Ontario's Heritage Organizations and Institutions](#) that provides Ontario's heritage, culture and tourism sectors help in creating accessible facilities, programs, exhibits and services for people with disabilities.

## Consultation Resources



Step by step guidance on:

- designing accessible public engagement processes
- organizing and running meetings of all sizes that are accessible to all participants

[www.omssa.com/accessible-engagement](http://www.omssa.com/accessible-engagement).

36

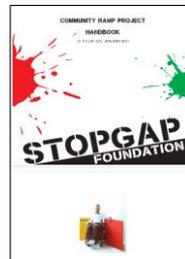
Ontario 

- To help organizations plan and carry out accessible consultations, we partnered with the Ontario Municipal Social Services Association (OMSSA) to create the guides you see up on the screen.
- The “Guide to Accessible Public Engagement” provides “step by step” guidance on designing accessible public engagement processes so that everyone has the chance to participate.
- The other guide, the “Guide to Conducting Accessible Meetings” will help meeting planners organize and run meetings of all sizes that are accessible to all participants, including people with disabilities.

## Other Resources

[The EnAbling Accessibility Fund](#)

Federal grant program that offers funding for the renovation/retrofit of workplaces or community spaces.  
[www.canada.ca](http://www.canada.ca)



StopGap  
Community Ramp  
Project Guide  
[www.stopgap.ca](http://www.stopgap.ca)

There also is the EnAbling Accessibility Fund which is a federal grant program that offers funding for the renovation or retrofit of workplaces or community spaces and more information can be found at the [Employment and Social Development Canada website](#).

The stop gap community ramp guide provides you with information on how to host a community ramp project within your own town.

## Contact Us



[ontario.ca/accessibility](https://ontario.ca/accessibility)



Toll-Free: 1-866-515-2025  
TTY: 416-325-3408 / 1-800-268-7095



@ONAccessibility



Facebook.com//ONAccessibility



[accessibility@ontario.ca](mailto:accessibility@ontario.ca)



[Subscribe to the newsletter at Ontario.ca/accessibility](https://ontario.ca/accessibility)

# Questions?

39

# Accessibility Advisory Committees

## Innovative Accessibility Projects Webinar

September, 2019



# Agenda

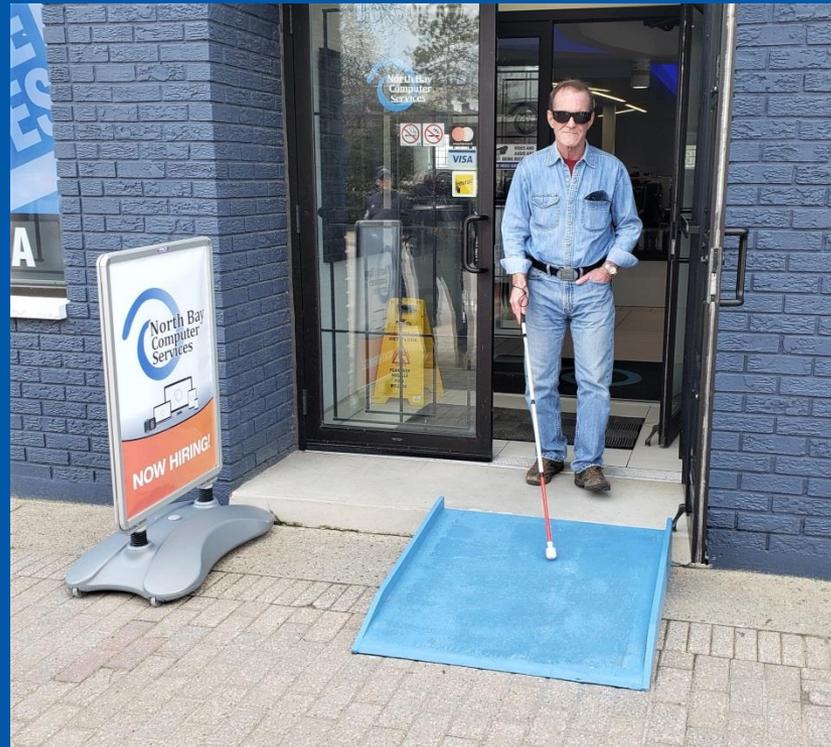


- Welcome
- North Bay: Accessibility Ramp Project
- Burlington: #RespectTheSpace
- Perth County: Seasonal Accessibility Public Awareness Messages
- Greater Sudbury: Access to Recreation
- Tiny Township: Mobi-mats Project
- Questions

# Welcome



# Accessibility Ramp Project -Municipal Accessibility Advisory Committee (MAAC)



# Presentation Outline

- City of North Bay
- MAAC Projects
- Accessibility Ramp Project
- Ramp Project Implementation Challenges
- Future Steps

# City of North Bay

- Located in Northeastern Ontario on the shores of Lake Nipissing
- Population of approximately 52,000
- Located in the traditional territory of the Nipissing First Nations peoples
- Diversified local economy



*Gateway to the North*



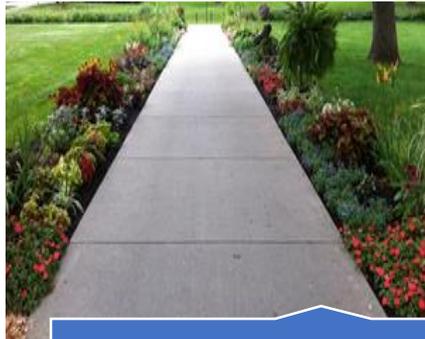
*Lee Park*

# MAAC Projects

- ‘Wheels to the Water’ accessibility beach mat
- Sidewalk pilot project
- Accessibility ramp project



Wheels to the Water –  
Marathon Beach



Sidewalk Pilot Project

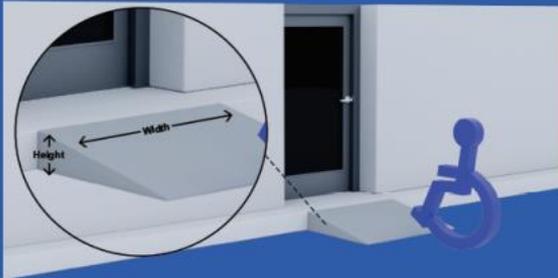


Accessibility Ramp –  
Accessibility Ramp Program

# Accessibility Ramp Project

## IS YOUR BUSINESS BARRIER FREE?

MAAC has partnered with Scollard Hall Tech Class to provide a portable ramp to local businesses that have one step leading into their business.



Please provide the height and width of your step to the MAAC for your custom portable ramp. Measurements and requests can be sent to [adam.curran@cityofnorthbay.ca](mailto:adam.curran@cityofnorthbay.ca)



- Established in 2018
- Led by MAAC with guidance from Access2all
- Local secondary school designs and builds the ramps
- Materials needed for construction were donated by local building stores
- MAAC received supplies and donations from businesses around the community to reach its 12 ramp target

Poster for Ramp Project

# Ramp Project Implementation Challenges

- Lack of donations is leading to a path of unsustainability
- A lack of businesses have applied for the ramp program
- Saint-Joseph Scollard Hall high school is limited in its ability to make the program function

# Future Steps

- Create new meaningful partnerships with local businesses
- Educate business owners throughout the City on the importance of reducing accessibility barriers
- Implement more significant marketing and exposure to the program



Partnerships



Education



Exposure

# Questions?





# #RespectTheSpace

What Burlington did and  
what you can take away

# We stole the idea...

- U.S.A.
  - individual states/cities
- BraunAbility
  - accessible parking kit
- City of Brampton



Don't reinvent the wheel...make it work for you

# Why?



# What?

## A Public Education Campaign

- “No Permit, No Parking”
- “Mind the Lines”

**THE ACCESS AISLE IS OFF LIMITS FOR ALL VEHICLES**

#RespectTheSpace

[burlington.ca/accessibility](http://burlington.ca/accessibility)

BAAC

**City of Burlington**

The graphic features a top-down view of a parking lot with five cars. The second car from the left is white, while the others are blue. A white wheelchair icon is positioned in the aisle between the second and third cars, with a white rectangular area extending from it to the right, indicating the 'access aisle'. The background is dark blue with white text and icons.

# When?

- Launched November, 2018
  - target parking before the holiday season rush



City of Burlington ✓  
@cityburlington

Heading downtown #BurlON for the Santa Claus Parade this Sunday (Dec. 2)? Stay on the nice list and leave accessible parking for those who need them.  
#RespecttheSpace

**NO  PARKING PERMIT?  
LAZY IS NOT A DISABILITY.**



[burlington.ca/accessibility](http://burlington.ca/accessibility)

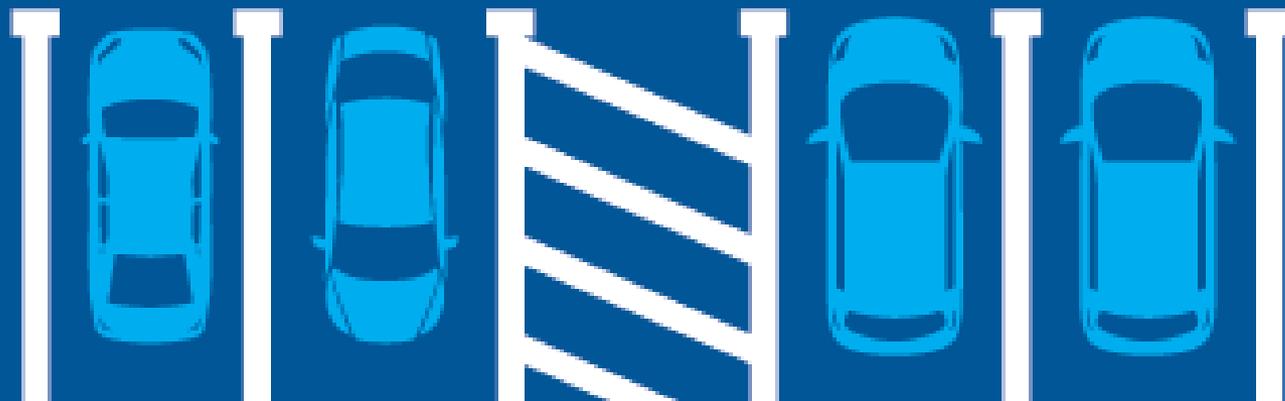


# How?

**Communicate, communicate,  
communicate**

# THESE LINES AREN'T FOR PARKING.

#RespectTheSpace



# PARK IN AN ACCESSIBLE SPOT WITH NO PERMIT? FINE.



#RespectTheSpace

# Key messages

**NO  PARKING PERMIT?  
IT'S NEVER OK.**

**#RespectTheSpace**

[burlington.ca/accessibility](http://burlington.ca/accessibility)



# Key messages

## NO PARKING PERMIT? LAZY IS NOT A DISABILITY.



# “I’LL JUST BE A MINUTE” IT’S NEVER OK.

#RespectTheSpace



# Key messages

## THE ACCESS AISLE IS OFF LIMITS FOR ALL VEHICLES



# Campaign



### Can I park in the striped space between the accessible parking space?

The short answer is **NO**

## THESE LINES AREN'T FOR PARKING.



In addition to the accessible parking space, the striped access aisle next to the accessible parking space is needed by people using wheelchair lifts and/or assistive devices to get in and out of their vehicle. It's never okay to park in the access aisle, even if you have a permit.



## #RespectTheSpace

Please do the right thing. Accessible parking spaces help reduce barriers for people living with disabilities. You can help remove these barriers:

Respect the designated parking spaces and the people who need to use them.



**For more information, please visit [burlington.ca/accessibility](http://burlington.ca/accessibility) or contact**

**Judi Lytle**  
Accessibility Coordinator  
City of Burlington  
905- 335-7600, ext. 7865  
[accessibleburlington@burlington.ca](mailto:accessibleburlington@burlington.ca)

[burlington.ca/accessibility](http://burlington.ca/accessibility)



[burlington.ca/accessibility](http://burlington.ca/accessibility)



# Brochure

# Newspaper Ads

**THESE LINES AREN'T  
FOR PARKING.**

#RespectTheSpace



[burlington.ca/accessibility](http://burlington.ca/accessibility)  

18-508-CW - RespecttheSpace-01.png

**PARK IN AN ACCESSIBLE  
SPOT WITH NO PERMIT?  
FINE.**

#RespectTheSpace



[burlington.ca/accessibility](http://burlington.ca/accessibility)  

18-508-CW - RespecttheSpace-02.png

**NO ♿ PARKING PERMIT?  
IT'S NEVER OK.**

#RespectTheSpace



[burlington.ca/accessibility](http://burlington.ca/accessibility)  

18-508-CW - RespecttheSpace-03.png

**NO ♿ PARKING PERMIT?  
LAZY IS NOT A DISABILITY.**

#RespectTheSpace



[burlington.ca/accessibility](http://burlington.ca/accessibility)  

18-508-CW - RespecttheSpace-04.png

**"I'LL JUST BE A MINUTE"  
IT'S NEVER OK.**

#RespectTheSpace



[burlington.ca/accessibility](http://burlington.ca/accessibility)  

18-508-CW - RespecttheSpace-05.png

**I'M RUNNING LATE**

#RespectTheSpace



[burlington.ca/accessibility](http://burlington.ca/accessibility)  

18-508-CW - RespecttheSpace-06.png

**THE ACCESS AISLE IS OFF  
LIMITS FOR ALL VEHICLES**

#RespectTheSpace



[burlington.ca/accessibility](http://burlington.ca/accessibility)  

18-508-CW - RespecttheSpace-07.png

# Web page

<b>How We Operate</b> ▾
Accessibility ▾
• Accessibility Design Standards
• Accessibility Legislation in Ontario
• Accessible Services
• Corporate Accessibility Policy
• Inclusion and Accessibility to Recreation
• Multi-Year Accessibility Plan
• <b>RespectTheSpace</b>
• UN International Day of Persons with Disabilities
Accountability and Transparency >
Agendas and Minutes
Awards and Recognition >
Bid Opportunities >
By-laws >
City Service Delivery >
Environmental Initiatives >
Flags at the City of Burlington
Green Procurement
Labour Disruptions and City Services >
Office of the Ombudsman

## RespectTheSpace

A A A | 📄 | 📧 SHARE

Home / ... / How We Operate / Accessibility / RespectTheSpace

📧 Subscribe to this page...

Are you parked in an accessible parking space or access aisle?



# Social media



**City of Burlington, Ontario**  
@cityburlington

- Home
- Posts
- Videos
- Photos
- About
- Events
- Reviews
- Community
- Offers
- Jobs
- Info and Ads

Promote

Manage Promotions

Like
Following
Share
...

view 2 more comments

**City of Burlington, Ontario**  
Published by Sprout Social [?] · December 11, 2018 ·

Stay on Santa's nice list and leave accessible parking for those who need them! #RespectTheSpace this holiday season. Learn more at <https://bit.ly/RespectTheSpace>

## PARK IN AN ACCESSIBLE SPOT WITH NO PERMIT? FINE.



[burlington.ca/accessibility](http://burlington.ca/accessibility)  

2,313 People Reached     154 Engagements     Boost Post

Sheree Machado, Diane Robertson and 12 others 105 5 Comments 4 Shares

Like
Comment
Share
...

Learn More

12,182 people follow this

**About** See All



Promote your business locally to lead people directly to City Hall - 426 Brant Street.

Promote Local Business

-  City Hall - 426 Brant Street  
Burlington, Ontario L7R 3Z6  
[Get Directions](#)
-  (905) 335-7600 Ext 7584
-  Typically replies within a day  
[Send Message](#)
-  <http://www.burlington...> Promote Website
-  City · Government Organization · Public & Government Service
-  Hours 8:30 AM - 4:30 PM  
[Open Now](#)
-  Popular hours

Mon	Tue	Wed	Thu	Fri	Sat	Sun

[Suggest Edits](#)

**Page Transparency** See More

Facebook is showing information to help you better understand the purpose of a Page. See actions taken by the people who manage and post content.

# How did it go?



Page	Pageviews	Unique Pageviews	Avg. Time on Page
<b>Web Stats</b>	<b>288</b> % of Total: 0.03% (967,948)	<b>204</b> % of Total: 0.03% (707,503)	<b>00:02:05</b> Avg for View: 00:01:05 (91.04%)

# We've got legs



**City of Burlington** ✓ @cityburlington · Apr 9

Spring has sprung 🌸  
The grass has ris 🌱  
I wonder where some parking is 🚗  
OH there's a spot but I won't ace **P**  
It's nicer to **#RespectTheSpace** ♿

#BurlON



↻ 2 107



4



# We've got legs

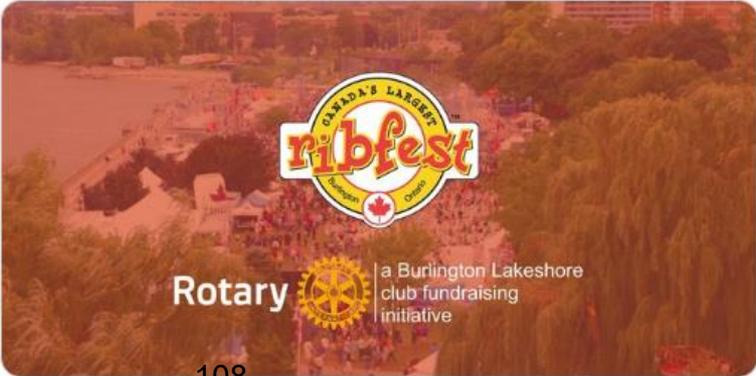
**City of Burlington** 22.6K Tweets

**City of Burlington** @cityburlington · Aug 30  
Heading to #ribfest this weekend? It's important to leave accessible parking spaces open for those who are legally entitled to use them. Please respect the space. [burlington.ca/respectthespace](http://burlington.ca/respectthespace) #BurlON #RespectTheSpace @Ribfest @DTBurlingtonON @BurlingtonTour



1 5 6

**City of Burlington** @cityburlington · Aug 30  
It's so hard to believe it's the last long weekend of the summer! But what a way to end it in #BurlON – with Canada's Largest #Ribfest taking place and Taste of Burlington coming to an end. Check out all of @BurlingtonTour's picks for this weekend: [bit.ly/2MIKKbN](http://bit.ly/2MIKKbN)



108 2 1

# And now, a word from Manitoba...

https://twitter.com/MordenPolice

 **Home**

 **Home**

 **Explore**

 **Notifications**

 **Messages**

 **Bookmarks**

 **Lists**

 **Profile**

 **More**

**Tweet**

---

 **Morden Police** Follow  
988 Tweets

 **Morden Police** @MordenPolice · May 16  
Did you know that parking in a handicapped spot can result in you receiving a \$150 fine and your vehicle being towed?  
[#RespectTheSpace](#)

**PARK IN AN ACCESSIBLE SPOT WITH NO PERMIT? FINE.**

 **#RespectTheSpace**

 **Morden Police** @MordenPolice · May 15  
Morden Police Service would like to recognize Cst. Richard Faucher for his 10 years of service. Richard started with the Morden Police Service back on May 14, 2009. Thank you for 10 years of hard work and dedication to the City of Morden and the Morden Police Service.

It's just fine



# What can you do

- Steal the idea we stole...
  - Just give us credit:  
*“used with permission from the City of Burlington Accessibility Advisory Committee”*



# Give it your own spin

← **Clarington** 13.3K Tweets Follow



🗨️ ↻ ❤️ 2 ↗

 **Clarington** @ClaringtonON · May 31  
Only vehicles with valid accessible parking permits are allowed to use accessible parking spots and access aisles. [#RespectTheSpace](#) [#AccessAbility](#). Without a valid permit, you could receive a \$500 fine. [bit.ly/2Evh9fX](https://bit.ly/2Evh9fX)



The access aisle is off limits for all vehicles.

[#RespectTheSpace](#)  
Clarington

🗨️ ↻ ❤️ 112 ↗



**Can I park in the striped space between the accessible parking space?**

The short answer is **NO**

**THESE LINES AREN'T FOR PARKING.**



In addition to the accessible parking space, the striped access aisle next to the accessible parking space is needed by people using wheelchair lifts and/or assistive devices to get in and out of their vehicle. It's never okay to park in the access aisle, even if you have a permit.



**#RespectTheSpace**

Please do the right thing. Accessible parking spaces help reduce barriers for people living with disabilities. You can help remove these barriers:

Respect the designated parking spaces and the people who need to use them.



These areas can be customized with your information

Used with permission from



This area can be customized with your information

# Thank you

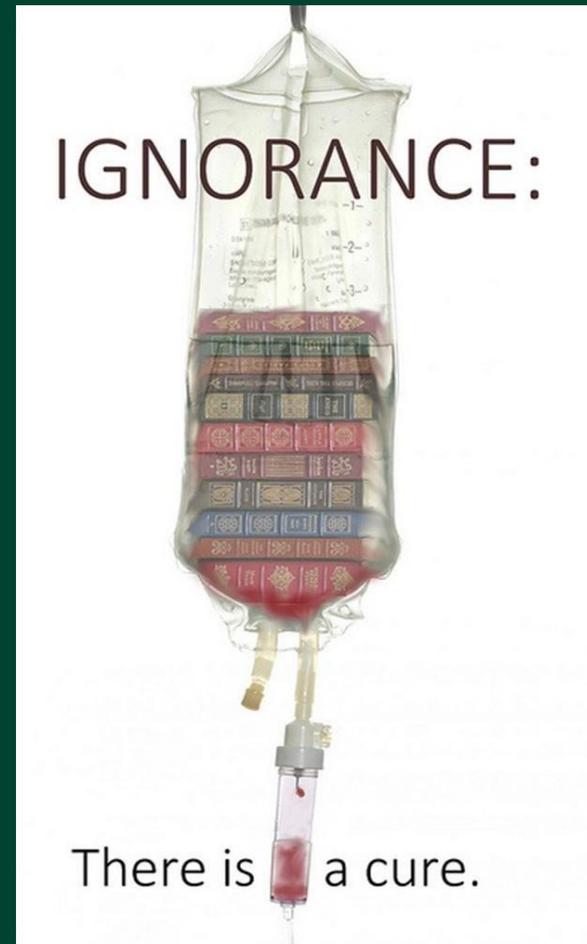




**Seasonal Accessibility Public  
Awareness Messages**

# Background

You don't know what you  
don't know.



# Seasonal Messages

- Think about the common barriers in your community.



# Common Barriers in the Summer



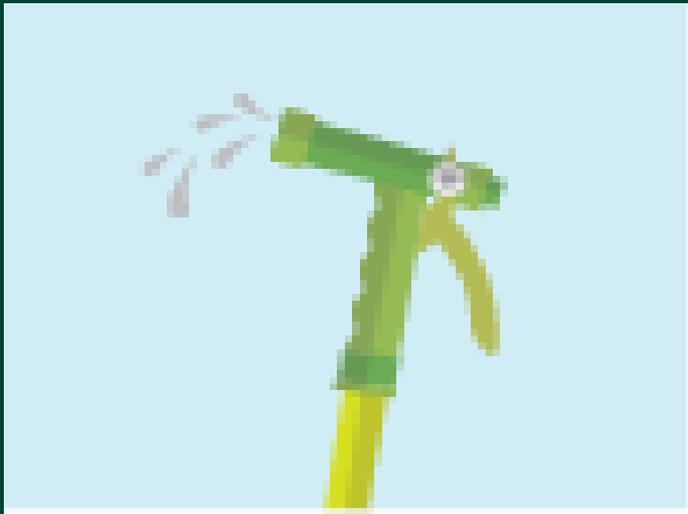
Introduction.

# Common Barriers in the Summer



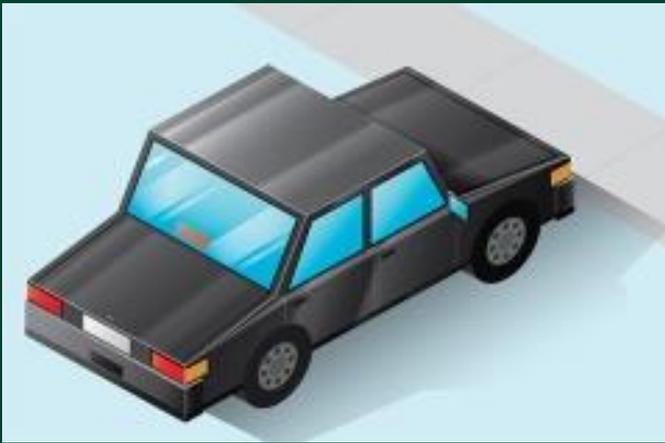
Tree branches ,  
shrubs and other  
vegetation  
growing over  
sidewalks.

# Common Barriers in the Summer



Hoses across  
sidewalks.

# Common Barriers in the Summer



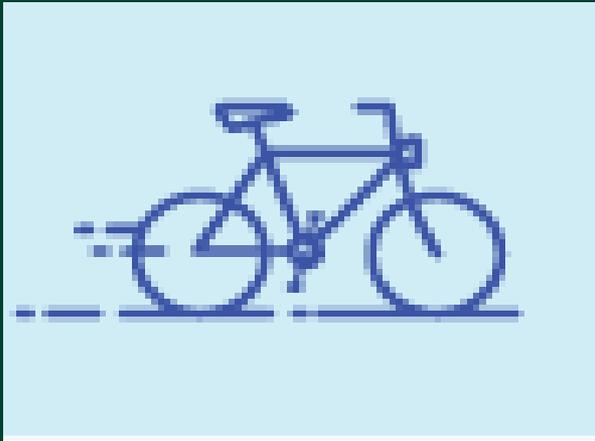
Cars blocking the sidewalk.

# Common Barriers in the Summer



Children's scooters, bicycles, toys etc. on the sidewalk.

# Common Barriers in the Summer



Not everyone can hear you ring your bicycle bell.

# Common Barriers in the Summer



We have an aging population. Be patient.

# Getting the message out



## Accessible Perth County

Summer is here, and it's a time of year when it's easier for people with disabilities to get around town. But for those who use wheelchairs, scooters, walkers or canes, there are still hazards and other barriers in the summertime that we should all be aware of, and help to eliminate.

Here are a few:

**Tree branches**, shrubs and other vegetation can grow over sidewalks this time of year. They can cause serious harm to someone who is visually impaired or blind or who is in a wheelchair or uses a walker and is unable to move the branches out of their way.



**Hoses** across a sidewalk can become a tripping hazard for people with mobility issues, or who are visually impaired or blind.



**Cars blocking the sidewalk** force some people with disabilities out onto the road temporarily, which is a safety concern.



**Children's bicycles, scooters, sidewalk chalk and other toys left on the sidewalk** can become a tripping hazard.



People with hearing disabilities might not hear you ring your **bicycle bell**, and may not move out of the way when you ring it – talk to your children about this.

Perth County has a higher percentage of seniors than the Provincial average, and we need to be mindful that with aging often comes hearing, visual, physical or cognitive decline. Sometimes we just need a bit of patience as seniors park their cars, or get their change purse out in a shop, or when they ask us to speak a bit louder.

# Getting the message out

- [Accessible Stratford](#)
- <https://www.youtube.com/watch?v=91DEzq4-od8&feature=youtu.be>

# Common Barriers in the Winter



Introduction.

# Common Barriers in the Winter



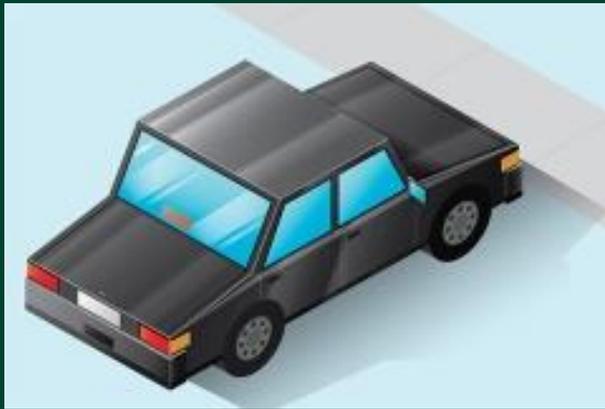
Snow and ice covered sidewalks.

# Common Barriers in the Winter



Clearing the snow  
off your car.

# Common Barriers in the Winter



Cars blocking the sidewalk.

# Common Barriers in the Winter



Carpets inside doorways.

# Common Barriers in the Winter



Be a good neighbour.

# Thank you!

Julia Opie

Accessibility Coordinator

County of Perth/City of Stratford

[jopie@perthcounty.ca](mailto:jopie@perthcounty.ca)

519-271-0531 ext. 141

# City of Greater Sudbury Accessibility Advisory Panel

## Access to Recreation



# Overview

- City of Greater Sudbury Accessibility Advisory Panel
- Recreation Accommodation Policy
- Projects
  - Bell Park Waterfront Accessibility Project
  - Howard Armstrong Recreation Centre
  - Additional Highlights
- Lessons Learned
- Future Plans and Goals
- Questions

# **City of Greater Sudbury**

## **Accessibility Advisory Panel**

The City of Greater Sudbury's Accessibility Advisory Panel is comprised of eleven (11) members, the majority of whom identify as having a disability.

Our current Panel consists of:

- Nine community members;
- Two Councillors; and
- Two Legislative Compliance Coordinators acting as staff liaisons.

The Panel members play a key role in consulting with departmental staff to ensure that new and ongoing capital projects not only meet legislative accessibility requirements but that practical accessibility considerations are taken into account to ensure equal access for all.

# Recreation Accommodation Policy

## **Policy Statement:**

Recreation Services of the City is committed to the development of an inclusive, healthy and safe community by providing accessible programs, services and facilities for everyone to enjoy, and to preventing, identifying and removing barriers that impede the ability of people with disabilities from accessing those programs, services and facilities.

It is one of Recreation Services' objectives to ensure that people of all ages and abilities enjoy the same opportunities as they live, work, and play within the City.

# **Bell Park Waterfront** **Accessibility Project**

- Re-design of washrooms and change-rooms to incorporate accessible elements;
- Construction of new accessible, universal washroom and change-room that accommodates personal mobility aids and beach wheelchairs;
- Construction of and upgrades to beach access routes, paths and ramps;
- Purchase of two Mobi-chairs for public use; and
- Development of new accessible parking lot and switchback trail.

# Bell Park Waterfront Accessibility Project



# Bell Park Waterfront Accessibility Project



# **Bell Park Waterfront Accessibility Project**



# Howard Armstrong Recreation Centre

- Construction of new accessible, universal family change-room;
- Fully accessible pool;
- Basketball courts with kneeling nets and fully accessible playing surface; and
- Service counters redesigned to incorporate accessible elements.

# Howard Armstrong Recreation Centre



# Howard Armstrong Recreation Centre



# Howard Armstrong Recreation Centre



# Howard Armstrong Recreation Centre



# **Additional Highlights**

- Accessible Playground Strategy
- Active and Accessible Transportation
- Brady Green Stairs
- Capreol Waterfront Redevelopment
- Nodes and Corridors Consultation
- Recreation Trails
- Tom Davies Square Courtyard Re-design

# Ridgecrest Accessible Playground



# Brady Green Stair



# Lessons Learned

## Communication:

- If no one knows about it, they won't use it!

## Education:

- The importance of accessibility

# National Accessibility Week

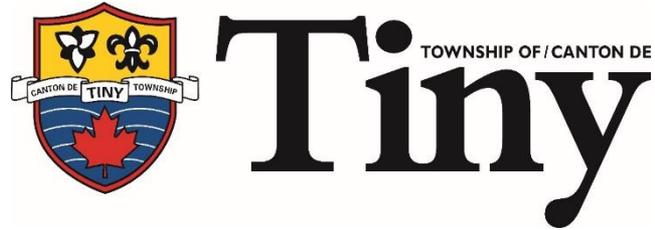
- Proclamation and Tour of Bell Park
- Trail Walk at Kivi Park
- Free Accessible Public Swims
- Closed Caption Family Movie Night

# Questions?

75

152





# The Township of Tiny

## Innovative Accessibility Project

Presented by:

Deborah Clyne, Chair, Accessibility Advisory Committee

Sue Walton, Director of Legislative Services/Clerk/Accessibility Coordinator

# How it Started

In 2015, the Township of Tiny Council supported and approved the Accessibility Advisory Committee's recommendation to provide 100 feet of the Mobi-mat RecPath at Balm Beach to provide residents and visitors with a fully accessible beach.



# Additional Mobi-Mats for Tiny

Since the installation of the Balm Beach Mobi-mat in 2015, Township Council approved the purchase of an additional 200 feet of the Mobi-mat recreation path for land-use purposes and 100 feet for installation at Jackson Park.



155



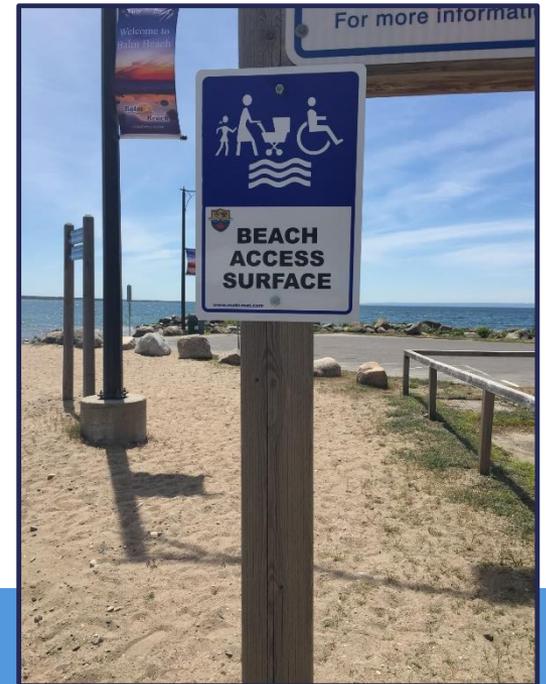
78

# Efficiencies and Cost Savings

The Mobi-mat product has been a great addition to these parks, but the Township is always looking for ways to create efficiencies and cost-savings while maintaining a high level of service.



156



# Rolling Boardwalks

Through correspondence from a Tiny resident, the Township became aware of the cost-effective rolling boardwalks used at Pinery Provincial Park near Grand Bend, Ontario.



# How it's done

## [Pinery Provincial Park - Rolling Boardwalk](#)



# The Township Gave it a Try!

- With the endorsement of Council and the Accessibility Advisory Committee, the Township jumped on the opportunity to make and trial the rolling boardwalk at Lafontaine Beach Park.
- The rolling boardwalk is cost-effective, can be made in-house and can twist and turn with the beach terrain.

# Rolling Boardwalk – Lafontaine Beach Park



160



83

# What We Learned

- Positive feedback was received from users.
- Users suggested the need for a turnaround area and rest area.
- Depending on the weight of wheelchair/scooter, wheels could slip between boards, although the gap is per the required standards.
- Mobi-mats still have a role for shoreline use and for dry land surfaces.

# Considerations Moving Forward

- Use 2"x6" boards due to sun exposure and for heavy use applications to avoid warping.
- Rolling boardwalk is currently 10 feet from water's edge as the boards float – compliment with section of Mobi-mat for users to reach the water's edge.
- Turnaround area with a rest area half way down boardwalk – review gap for turnaround areas.
- Let system sit for the winter to see how it sustains winter weather.

# Questions?



# Thank you for attending!

*We would like to thank all the Accessibility Advisory Committees, Municipal Clerks, Accessibility Coordinators, Advisory Group and all other supporting staff for the work they have been doing around the Province.*

# For More Information Contact Us



ontario.ca/accessibility  
\*\*Sign up for our newsletters\*\*



Toll-Free: 1-866-515-2025  
TTY: 416-325-3408 / 1-800-268-7095



@ONAccessibility



Facebook.com/ONAccessibility



AccessOntario



Please email questions with the  
subject line “AAC Projects” to  
[accessibility@ontario.ca](mailto:accessibility@ontario.ca).