

# Awareness and Education Working Group Report for MAAC November 2015

## Access Awards – December 3, 2015

- Mayor has it in his calendar
- Sign language interpreter has been booked
- Invista has been booked
- Nomination form and information is now on the City web site. Here is the link: <https://www.cityofkingston.ca/residents/accessibility/access-award>
- Press release has gone out
- Half page ad is in the fall Rec and Leisure brochure
- Social media blitz will be happening in early October
- Press release will be sent to the accessibility listserve
- Email regarding table displays opportunity will be going out shortly to agencies
- Julie To do list: book photographer, book sound and order food
- Selection committee chosen
- Review will take place immediately following the November MAAC meeting

## Accessible Parking Awareness Day

- Cheryl met with Richelle (our new Communications staff) to discuss this event
- Richelle will be update the flyer that will potentially be placed on windshields by By-law on November 27<sup>th</sup>
- Parking and By-law are reviewing the plans and providing data for the Council report
- Cheryl will prepare an information report to Council to outline the awareness campaign (report will be shared with MAAC)
- We will not be “proclaiming” it Accessible Parking Awareness Day but instead recognizing November 27<sup>th</sup> at Accessible Parking Awareness Day in Kingston. There is a whole separate process around proclamations which are normally requested from the community at large and not an internal process. Outcome will be the same with recognizing it and then doing a media campaign around it
- Day will involve distribution of the flyers, advertisements, social media and potentially a radio ad (depending on cost)

## Lunch and Learn Training Sessions

- As discussed a poll was taken of City Staff to find out what topics interested them. We received 201 responses. Here are the results:  
Autism – 11% (22 votes); hearing Impairments – 1% (2 votes); Visual Impairments – 2% (4 votes); Mental Health Disabilities 44% (89 votes); Intellectual Disabilities 5% (10 votes); Epilepsy 5% (11 votes); Hosting an Accessible Meeting 7% (14 votes); Appropriate terminology when referring to persons with disabilities 24% (48 votes); Other (email Cheryl with your ideas) 0% (1 vote).  
As a result a lunch and learn on terminology delivered by Cheryl will be planned in November and one on mental health disabilities in the new year.

# Municipal Accessibility Advisory Committee

## BUILT ENVIRONMENTWORKING GROUP

### Quarterly Plenary Report - August, September & October 2015

1. Members are David Grightmire, Kym Murray, Lorraine Farrar, Drew Kennedy, Donald Mitchell, Douglas Strong & Robert Baird.
2. Business:
  - a. The BEWG continued the discussion of "The Design of Public Spaces" using the GAATES Illustrated Guide as a reference.
    - i. Outdoor Public Eating Areas: - There is very little detail in the new regulation but the GAATES Illustrated Guide provides a detailed comparison. At least 20% of the total tables should be accessible. Accessible tables should be bolted down to ensure they are not moved to an inaccessible location.
    - ii. Accessible Parking: - Off-Street; The big change is the definition of 2 types of accessible parking stalls. Type "A" is VAN ACCESSIBLE and Type "B" is for regular accessible parking. There must be an equal number of each type. All accessible stalls must have an adjacent access aisle can be shared. BEWG would like to see Type "A" at 3.7m wide to accommodate most side loading vans.
    - iii. Accessible Parking: - On-Street; In determining changes and locations of Accessible Parking, the City now must hold a public meeting as well as they must consult with MAAC. This increases the opportunity for substantive input from MAAC. An access aisle are required for Accessible On-Street Parking Stalls. The City of Kingston will need to review their design details to comply with this regulation.
  - b. Consultation Policy Review:
    - i. Length of Completed Projects List: It was decided that we should only include projects which have been completed in the last quarter.
    - ii. Project reporting to BEWG by others: It is necessary to remind project team members not on the BEWG that is necessary to report through BEWG to MAAC. Bob will provide a report format. A checklist was suggested. See *Appendix "B"*.
    - iii. Long Standing Deficient Projects: What do we do with these. Julie will follow-up with the Directors. Currently, MAAC still needs to sign off on these projects; some from 1 to 6 years old.

- iv. Kingston Remembers Books: There needs to be a technology feature to address the needs. We need to talk with staff about this. The city should develop an "APP" for a city walking tour which could follow you by GPS and provide information from the book in all accessible formats and explore other technological developments.
  - v. Project Team Membership: There was a question about having members on a project team and on BEWG who are not members of the MAAC committee. It was determined that other people could work on a project team as long as at least one person on the project team was a member of MAAC. It would also be a way of maintaining continuity through a longer project.
- c. Stopgap: -\_The launch of the program was on Friday Oct. 23, 2015 at Coffeeco on lower King Street E. There are 10 businesses participating at this time, with more to come. This program removes the physical barriers and it starts a conversation with the business community about accessibility. There was a lengthy discussion about the project. The website is "**StopGap Kingston**". Check it out!!!
  - d. "Downtown Accessibility": Douglas brought up the subject of developing an accessibility guide similar to a nutrition guide. It needs to be something which can be posted at the front of the building. Criteria needs to be developed and implemented slowly. There was a lengthy discussion about the subject. It was decided that it should be referred to the Education and Awareness Working Group.
  - e. BEWG Mandate. It was decided to include the Working Group Mandate in each agenda as a reminder to all of why we are involved with BEWG.
  - f. Information Only: There was a discussion about several Accessibility Websites and their value. The sites are "Access Now", "AXS Map" and "Planat". Each site has a slightly different way of rating facilities for Accessibility. This is all Crowd Sourced Information so the credibility is dependent on the person doing the rating and what they consider as accessible. They are a valuable resource although they should be used with care
3. Active Project Team Reports: 27 projects Current
- a. Collins Bay Wharf - R. Baird. This project is being constructed.
  - b. Confederation Basin Washroom Renovation - M. Wilson. It must be completed before Jan. 1, 2016 or it will have to meet the new regulations. Nothing further at this time.

- c. MacLachlin Woodworking Museum Ramp - D. Kennedy & R. Baird. Design proceeding. The project has been deleted as of Oct. 7, 2015.
  - d. Utilities Kingston Offices, 85 Lappan's Lane - D. Grightmire, R. Baird & Drew Kennedy. A 98% audit was carried out and deficiencies noted to staff. All of the deficiencies from the earlier audit were corrected. This is a wonderful example of a fully accessible office building and a very supportive staff.
4. Ongoing Projects: 13 Projects Current
- a. Site Plan Review: D. Kennedy, D. Grightmire & R. Baird. The team has reviewed 3 applications over the last 3 months which met the Selection Criteria of MAAC.
5. Deficient Projects: 19 Projects Current; These projects are waiting for staff to address the latest inspection comments.
- a. Sir John A MacDonald Statue - City Park - Bob Baird. Project completed. The "Kingston Remembers books or signs are not fully accessible. Work with staff is needed to solve this issue.
  - b. Provincial Offences Office @ 362 Montreal St. 1st floor - D. Grightmire, R. Baird.
  - c. Utilities Kingston Offices, 85 Lappan's Lane - David Grightmire & Bob Baird.
6. Outstanding Initiatives: 4 Projects Current
7. COMPLETED PROJECTS: 4 in this quarter.
- a. Indian Road Parkette - R. Baird; Project Complete.
  - b. Janet Street Park. - D. Kennedy, Project Complete
  - c. Memorial Centre Cricket Pitch and Ball Diamond Relocation - Councilor Holland. Project Completed.
  - d. Rotary Park & Riverside Park- R. Baird. Project Completed.
8. Review of Abeyance List: List of changes we want to see in FADS. See *Appendix "A"*
9. Next Meeting: The next regularly scheduled meeting is Monday, Nov. 16<sup>th</sup>, 2015 at 10:00 am. In the Boardroom of the Hearing Society in Frontenac Mall.

## APPENDIX "A"

Abeyance List: The outstanding accessibility issues which have not been resolved at this time are:

- a. **Facility Accessibility Design Standards:** There is a need to update the Check List and note proposed modifications for the next review of the standards. Any proposed changes should be submitted through Cherie Mills. A file has already been started for such proposals.
  - i. The location of water fountains should be clarified. It is assumed that the front edge of the water fountain is flush with the walls on both sides to accommodate a parallel approach but this should be clear. .
  - ii. A standard needs to be established for barbeques in parks.
  - iii. Suitable firm, slip resistant surface needs to be defined.
  - iv. The municipal standards for within the right-of-way need to be updated and the modifications reflected in F.A.D.S. We cannot continue to request one standard from developers and have the municipality working to another standard.
  - v. It was noted that Microwaves are missing from the Kitchen Section, the addition of a mirror in the elevator for maneuverability, discussion about the location of elevator control buttons and washroom controls, call buttons in the washrooms and shelving. Bob noted that these issues are items that may need to be considered for changes to the FADS document.
  - vi. There was a discussion about benches and the advantages and disadvantages of a centre arm rest. The added leverage could benefit those with problems standing but could be a problem for transfers and would reduce the capacity of each bench. Further discussion is required.
  - vii. The accessible individual washrooms shall be equipped with an adult change table although it does not mention the need for a child change table. The definition of an Accessible Individual Washroom versus a Family Washroom needs to be clarified. Then the need for a child change table needs to be clarified. Further discussion is required.
  - viii. The diameter of steel pipe handrails be modified to include a maximum diameter of 42 mm which is a standard pipe diameter.

- ix. Change name to Family Washroom.
- x. There was a discussion about Elevators and an issue was identified in reference to the Emergency Button. Activating this button normally elicits a verbal response from a monitoring station. This is of no use to a person who is deaf. The simple solution is to have a light come on beside a message indicating that "If this light is on, Help is on the way". Consider adding to FADS.
- xi. Revise Curb Ramp details to eliminate the 900 mm side slopes and specify 1:12 slopes.
- xii. Emergency call buttons and locked doors. Consider having the call buttons connected to the latch so that when the button is pushed, the latch would be released. This eliminates the need to have keys nearby.

APPENDIX "B"

**PROJECT REPORTING CHECKLIST**  
**Report to Built Environment Working Group**

**{PROJECT NAME}**

| Steps | Description  | Date<br>dd/mm/yyyy |
|-------|--|--------------------|
| 1     | Project Planning Meeting & Project Scope Definition. |                    |
| 2     | Final Schematics.                                    |                    |
| 3     | Intermediate Plan Review.                            |                    |
| 4     | 90% Plan Review.                                     |                    |
| 5     | 100% Plan Review - Design Complete.                  |                    |
| 6     | 50% Construction Audit.                              |                    |
| 7     | 90% Construction Audit.                              |                    |
| 8     | 100 % Construction Audit - Construction Complete.    |                    |
| 9     | Deficiency List Submitted to Staff - Attach List.    |                    |
| 10    | Audit of corrected deficiencies.                     |                    |
| 11    | MAAC Sign Off as completed with NO deficiencies.     |                    |

**Note:** A Project Team may not be included in all of these steps but these are potential points along the timeline of a project where you may be involved.

Please insert the date and forward to the Team Leader of the Built Environment Working Group (BEWG) for reporting to MAAC. You may add any appropriate comments you wish to share within the e-mail.

Thanks in advance  
BEWG Team Leader.

Prepared by Robert Baird  
Nov. 5, 2015.