



City of  
**Peterborough**

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**To:** **Members of the Accessibility Advisory Committee**

**From:** **Mark Buffone, Accessibility Compliance Coordinator**

**Meeting Date:** **February 5, 2020**

**Subject:** **Report AAC20-005**  
**Accessibility Staff Report**

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## **Purpose**

A report to advise the Accessibility Advisory Committee on the current work of Accessibility staff.

## **Recommendation**

That the Accessibility Advisory Committee (AAC) approve the recommendation outlined in Report AAC20-005 dated February 5, 2020, of the Accessibility Compliance Coordinator as follows:

That Report AAC20-005 with respect to the current work of Accessibility staff be received for information.

## **Budget and Financial Implications**

There are no budgetary or financial implications associated with the recommendation.

## Background

### Accessibility Reviews

The best way to remove barriers is to prevent them. Accessibility staff provide formal reviews during the planning and design stages of all City projects, including projects related to buildings, public spaces, services, documents, websites, by-laws, plans and policies. Recent reviews and research include:

- **Heritage district street name signage:** reviewed various details such as font style, font size and colour contrast.
- **Telephone and voicemail replacement:** reviewed bid document to ensure successful proponent is trained on accessibility law, formats project documents to be accessible, facilitates accessible training sessions and meets CSA standards to make telephones accessible for people with hearing disabilities and various other disabilities.
- **Template for non-standard agreements with suppliers:** added a section on accessibility that includes standard wording for training, consultation and compliance requirements.
- **Advanced traffic management system and traffic signal controller equipment:** reviewed bid document to ensure proponent is trained on accessibility law, formats project documents to be accessible and facilitates accessible training sessions.
- **City wide transportation master plan:** reviewed bid document to ensure the transportation vision prioritizes the safety of people with disabilities, the proponent understands Peterborough's unique demographics of seniors aged 65 and over and people with disabilities, the proponent is trained on accessibility law, formats project documents to be accessible, facilitates accessible public meetings and invites the Accessibility Advisory Committee to public consultation meetings.
- **Parkhill Road reconstruction project from Aylmer to George:** reviewed preliminary design drawings for details related to sidewalk network, street corners and boulevard zones.
- **Cycling master plan:** reviewed bid document to ensure proponent prioritizes the safety of pedestrians, is trained on accessibility law, formats project documents to be accessible and facilitates accessible public meetings.
- **Art Gallery of Peterborough accessibility upgrades:** reviewed bid document. This project has received a grant from the Enabling Accessibility Fund agreement with Canada.
- **Community Services, 210 Wolfe Street accessibility upgrades:** reviewed bid document. This project has received a grant from the Enabling Accessibility Fund agreement with Canada.

- **Rotary Greenway Trail connections project:** reviewed the mid-way design drawings for details such as transition from trail to street and wayfinding signage.
- **Traffic calming policy and neighbourhood traffic calming study:** reviewed the bid document to ensure the proponent understands Peterborough's unique demographics of seniors aged 65 and over and people with disabilities, the proponent is trained on accessibility law, formats project documents to be accessible, facilitates accessible public meetings and invites the Accessibility Advisory Committee to public consultation meetings.

### **Status of Funding Applications**

- **2018 Enabling Accessibility Fund: Accessibility upgrades to the Art Gallery**

The City received funding to complete accessibility upgrades to the Art Gallery of Peterborough. The project will be tendered in February and construction is expected to start in spring 2020.

- **2018 Enabling Accessibility Fund: Accessibility upgrades to Community Services**

The City received funding to complete accessibility upgrades to the Community Services Office at 210 Wolfe Street. The project will be tendered in February and construction is expected to start in spring 2020.

### **Council for Persons with Disabilities**

Sarah Mackillican attended the CPD board meeting on January 24, 2020, and reported on activities of Accessibility staff as well as updating the CPD about the three new members of the AAC.

### **Accessible Document Training**

In January 2020, 50 staff received Microsoft Word training on how to use the Styles tool to create document structure, use the accessibility checker, add document properties and save as a tagged PDF. Training sessions are scheduled for Social Services staff in February 2020. Accessible document training is ongoing.

### **Holnbeck Award**

Council endorsed changing the annual City of Peterborough Civic Awards to include the annual Holnbeck Award. The Holnbeck Award recognizes volunteer work that enhances the quality of life for people with disabilities. It brings positive recognition to the city and aligns well with the Civic Awards. The profile of the Holnbeck Award will be raised under the Civic Awards.

### **Transit Working Group**

Peterborough Transit started a Transit Working Group to help enhance accessibility for transit service, address transit accessibility issues, educate the public about accessibility features of transit. The group held meetings in November 2019 and January 2020. The

group is currently discussing travel training, an “offer me a seat” program, securement systems for mobility aids, the Handi-van name, and general communication issues.

### **Changes to Ontario’s Building Code (OBC)**

[OBC changes](#) related to accessibility come into effect on January 1, 2020 and January 1, 2022. There are several changes that provide clarification, and enhance accessibility and safety related to controls, doors, water closets, urinals, lavatories, universal washrooms, showers and bathtubs.

[[www.ontario.ca/document/changes-2012-building-code](http://www.ontario.ca/document/changes-2012-building-code)]

### **Resources**

[AODA Toolbox, Ontario’s Accessibility Newsletter, December 2019](#)

[[mailchi.mp/ontario/aoda-toolbox-december-19-1390131?e=d58b30ac84](mailto:mailchi.mp/ontario/aoda-toolbox-december-19-1390131?e=d58b30ac84)]

The November 2019 newsletter features articles on:

- At Ease: A guide to improving accessibility in the workplace and on route for people with invisible disabilities
- ION opens in Kitchener-Waterloo (light rail service)
- Courteous commuting with the TTC
- Accessible ridesharing
- Information and communication requirements coming into force January 1, 2020
- Innovation is helping to improve access to services in Ontario
- Legislative Corner: Travelling with support persons
- Accessible gas stations
- Community champions: Durham Region challenger baseball program
- Invisible disabilities and use of service animals

Submitted by,

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