Accessibility Advisory Committee
Report

10th Meeting of the Accessibility Advisory Committee
November 29, 2018
Committee Room #4

Attendance

PRESENT: J. Madden (Chair), M. Cairns, M. Dawthorne, A. Forrest, N. Judges, J. Menard and P. Moore and J. Bunn (Secretary)

ABSENT: L. Chappell, J. Higgins, F. Simmons and P. Quesnel


The meeting was called to order at 3:00 PM.

1. Call to Order
   1.1 Disclosures of Pecuniary Interest
       That it BE NOTED that no pecuniary interests were disclosed.

2. Scheduled Items
   2.1 Community Diversity and Inclusion Strategy (CDIS) Update
       That it BE NOTED that the following items were received with respect to the Community Diversity and Inclusion Strategy (CDIS):
       · a verbal delegation from R. Wilcox, Director, Community and Economic Innovation, and S. Lewkowitz;
       · Municipal Council resolution letter from its meeting held on October 16, 2018; and,
       · a staff report dated October 10, 2018, from R. Wilcox, Director, Community and Economic Innovation.

   2.2 Facility Accessibility Design Standards/Corporate Accessibility Design
       That it BE NOTED that the attached presentation from M. Stone, Supervisor I, Policy Development, with respect to Facility Accessibility Design Standards (FADS)/City of London Accessible Design Standards (CADS), was received.

   2.3 Autism Spectrum Disorder
       That it BE NOTED that a verbal delegation from D. Baxter, Manager, Policy and Planning Support, with respect to what programs and accommodations are in place in City of London facilities to assist individuals with Autism Spectrum Disorder, was received.

3. Consent
   3.1 9th Report of the Accessibility Advisory Committee
       That it BE NOTED that the 9th Report of the Accessibility Advisory Committee, from its meeting held on October 25, 2018, was received.
3.2 Municipal Council Resolution - Recruitment and Appointment of Advisory Committee Members for the Up-Coming Term
That it BE NOTED that the Municipal Council resolution from its meeting held on November 20, 2018, with respect to the recruitment and appointment of Advisory Committee members for the up-coming term, was received.

3.3 Municipal Council Resolution - 9th Report of the Accessibility Advisory Committee
That part c) of the Municipal Council resolution letter, from its meeting held on November 20, 2018, with respect to the 9th Report of the Accessibility Advisory Committee, BE REFERRED to the Education and Awareness Sub-Committee for review; it being noted that the remainder of the above-noted resolution letter was received.

3.4 Notice of Public Information Centre No.1 - Adelaide Street North Municipal Class Environmental Assessment Study
That it BE NOTED that the Notice of Public Information Centre No. 1, from H. Huotari, Parsons Inc. and M. Davenport, City of London, with respect to the Adelaide Street North Municipal Class Environmental Assessment Study, was received.

3.5 ReThink Zoning Draft Terms of Reference
That the Memo dated October 31, 2018, from J. Adema, Planner II, with respect to the ReThink Zoning Draft Terms of Reference, BE REFERRED to the Policy Sub-Committee for a review.

3.6 Letter of Resignation - K. Ramer
That it BE NOTED that the letter of resignation from the Accessibility Advisory Committee, dated November 12, 2018, from K. Ramer, was received.

3.7 Letter of Resignation - K. Schmidt
That it BE NOTED that the letter of resignation from the Accessibility Advisory Committee from K. Schmidt, was received.

3.8 Annual Accessibility Report 2017 – Multi-Year Accessibility Plan
That it BE NOTED that the City of London 2013-2017 Multi-Year Accessibility Plan Annual Status Update Report 2017, was received.

3.9 London Community Gardens Program Strategic Plan and Accessibility Update
That it BE NOTED that the staff report dated November 13, 2018, from L. Livingstone, Managing Director, Neighbourhood, Children and Fire Services, with respect to the London Community Gardens Program Strategic Plan and Accessibility Update, was received.
4. **Sub-Committees and Working Groups**

   4.1 *(ADDED)* Education and Awareness Sub-Committee Report

   That it BE NOTED that the Education and Awareness Sub-Committee Report, from its meeting held on November 20, 2018, was received.

5. **Items for Discussion**

   5.1 Accessible Election Plan Update November 2018

   That the Accessible Election Plan Update, dated November 21, 2018, with respect to the City of London 2018 Municipal Election, BE REFERRED to the Policy Sub-Committee for review.

   5.2 Council Signage

   That it BE NOTED that the mock-up document of the new accessible signage for the Council Chambers at City Hall, submitted by M. Stone, Supervisor I, Policy Development, was received.

   5.3 2018-2021 Multi-Year Accessibility Plan

   That the 2018-2021 Multi-Year Accessible Plan document, that was distributed to the Accessibility Advisory Committee members separately, BE REFERRED to the Policy Sub-Committee for review.

   5.4 Next Meeting Date

   That it BE NOTED that the next meeting of the Accessibility Advisory Committee will be held on January 24, 2018.

6. **Deferred Matters/Additional Business**

   6.1 Deferred Matters List

   That it BE NOTED that the revised attached Accessibility Advisory Committee Deferred Matters List, was received.

   6.2 *(ADDED)* Letter Regarding the Advisory Committee Review

   That the matter of a communication with respect to the review of the Advisory Committees to be sent to the Deputy City Clerk BE REFERRED to the Policy Sub-Committee for review.

7. **Adjournment**

   The meeting adjourned at 4:55 PM.
Update: Facilities Accessibility Design Standards & CADS

Melanie Stone
Human Resources & Corporate Services

2019 Revisions

• To modernize the current FADS document and make it user friendly.
• Facilities has retained SPH Planning and Consulting Ltd to give a fresh pair of eyes to our current FADS document. SPH has worked with cities like Oakville and Ottawa generating Accessibility documents for each municipality.
• SPH is to review the City of London’s current FADS requirements and integrate existing information with their baseline document “the City of Ottawa 2015”. Many updated AODA requirements, OBC amendments and GAATES requirements will be incorporated as part of the new document.
• The document will be presented in draft form in Q1 of 2019
Layout Changes

2007 FADS Document
• Original document included rationale behind each item
• Wordy
• Information became buried

2019 FADS Document
• Removes the rationale part
• Point form presentation
• Clearer to find information
• Updated Format
• Added an Appendices for quick and easy reference
• Checklist to be limited to items that exceed OBC requirements only
2.2

Layout Changes

2007 FADS Document

4.2 WASHROOM FACILITIES

4.2.7 INDIVIDUAL WASHROOMS

Best Practice

- All washrooms should be designed to be accessible to persons with disabilities.
- Washrooms should be equipped with grab bars and other safety features.
- Washrooms should be equipped with adequate lighting and ventilation.
- Washrooms should be equipped with soap, paper towels, and waste disposal facilities.

2019 FADS Document

6.6 Change Rooms

Best Practice

- Change rooms should be designed to be accessible to persons with disabilities.
- Change rooms should be equipped with grab bars and other safety features.
- Change rooms should be equipped with adequate lighting and ventilation.
- Change rooms should be equipped with soap, paper towels, and waste disposal facilities.

5.7 Lighting

Best Practice

- All lighting fixtures should be shielded to prevent glare and glare-related issues.
- Lighting should be designed to provide adequate illumination and avoid excessive brightness.
- Lighting should be designed to be adjustable to meet varying lighting needs.

Note

- Glare from direct light sources, such as lamps and overhead lights, can be reduced by using indirect lighting or by controlling the intensity and angle of light sources.
- Glare from reflected light sources, such as mirrors and shiny surfaces, can be reduced by using non-reflective finishes and by controlling the angle of light sources.
- Glare from glare-related issues, such as direct and reflected glare, can be reduced by using glare-reducing materials and by controlling the angle and intensity of light sources.

Image 102x831 to 142x885

[Image]

Image 158x824 to 543x892

[Image]

Image 315x537 to 510x787

[Image]

Image 104x542 to 285x787

[Image]

Image 304x166 to 503x387

[Image]

Image 99x149 to 282x389

[Image]
We had proposed

- CADS – A website for City of London Accessible Design Standards
- Based on other City’s best practices and the awareness that FADS is most commonly accessed online, we felt a website was the best way to share our many accessible standards.
- We would continue to update each standard, including FADS but each document and standard would remain separate for ease of access and timely update by each Service Area.
ACCAC feedback

• ACCAC’s advice was to expand the existing FADS document to include ‘outdoor spaces’ such as; community gardens, exterior paths of travel (sidewalks, exterior stairs etc.), intersections and audible pedestrian signals, parking, pathways and trails, playgrounds, etc…

• The intent would be to expand the scope of FADS to include these topics in the same detail as the existing document and to combine with FADS standards.

Working Group

• Based on this request, a working group of City stakeholders across Service Areas have come together to review the feedback received by the ACCAC and options for a resolution.

• However following key issues were found in combining all requests into one document.

  • Intensive staff resources
  • Extremely lengthy document (over 1000 pages)
  • Difficult to update regularly across all Service Areas
  • Difficult to find specific information
Best Practices

- City of Hamilton (Website with FADS 2006, OBC & AODA)
- City of Windsor (Website with FADS 2006, OBC & AODA)
- City of Mississauga (Website with 2015 FADS, OBC link and AODA link)
- City of Ottawa (website with 2015 FADS (including AODA updates) links to OBC up to date information and AODA Links)
- City of Kingston (2009 FADS, link to OBC up to date information and AODA links)
- City of Brantford (2009 FADS document on site, municipal program & Policy information)
- City of Brampton (Living Document in the form of a Municipal Accessibility Plan, Accessible Parking plan & reporting link, AODA Link)
- City of Guelph (2015 FADS) Updated to include AODA components like outdoor picnic areas
- City of Markham (2017 FADS) updated to a more accessible standard with improved accessibility features but some removed as OBC replaced some standards.

Goal

- To ensure that all accessible standards are located easily in one place
- To promote accessible standards across London
- To eliminate duplication of efforts and repetition of information
- To remain a leader in accessibility and accessible communities
- To improve FADS and bring it up to date
- To continue improving all of our accessible standards in a timely way
Compromise

- Improve the scope of FADS
- Ensure all accessible guidelines are easily available in one location

New CADS Website

Proposed Website

Access London

City of London Accessible Design Standards (CADS)

The City of London is committed to creating an inclusive and accessible community for all. We recognize that adherence to accessible design guidelines is crucial for ensuring inclusivity. In line with accessibility best practices, we have compiled the latest in legislation and design guidelines, as well as the City of London’s own best-practice guidelines.

For more information about these guidelines or to access a City of London design guideline in accessible or alternative formats, please contact accessibility@london.ca
Facilities Accessible Design Standards

- The City of London has been a leader in accessibility since the implementation of the first FAODS document in 2001. Originally introduced in 2001, our standards reflect extensive research on accessible, barrier-free environments and included consultation with organizations such as Canadian Hearing Society, Canadian National Institute for the Blind, Community Living London, Learning Disabilities Association, Ontario March of Dimes and Thames Valley Children’s Centre.

- Going beyond existing accessibility regulations, standards and guidelines, FAODS incorporates the principles of "universal design" that benefit people of all ages and abilities. This approach continues to earn London praise as being on the leading edge in building an accessible community.

- Implementation of the City of London's Facility Accessibility Design Standards will make newly constructed and/or renovated facilities accessible to people of all ranges of physical and sensory ability.

- Here is a link to the most recent version of the FAODS document.

- For information about FAODS and about design standards for City of London facilities, please find more information here, or contact 519-661-2500 Ext. 5797

Indoor and Outdoor Event Design Standards

- The City of London's Accessibility Advisory Committee (ACCC) prepared both indoor and outdoor event design standards to help you improve access to all events hosted in our community.

- The Outdoor Event Design Standard

- The Indoor Event Design Standard

- There are many ways to improve the safety and accessibility of outdoor events. For more information about accessibility please contact: accessible@london.ca

Accessible Parks, Playgrounds & Community Gardens

- The City of London is committed to removing and preventing barriers for people with disabilities by meeting and in some cases exceeding AODA requirements when designing or upgrading parks and public spaces. Below you will find links to our accessible parks guidelines and accessible playground details.

- City of London’s Accessible Park Guidelines

Accessible Playgrounds

- Details about Accessible Community Garden Beds

For more information please contact:
City of London Recreation
Customer Service
Phone: 519-661-5275
E-mail: recreation@london.ca

Accessible Parking Guidelines and Enforcement

- The City of London’s Accessible Parking regulations are linked here.

- The City of London is distributing official accessible parking signs with guidelines to businesses and residential properties for the Accessibility Signage and Awareness Campaign. Find more information here.

For more information, please contact:
City of London Parking
Phone: 519-661-4337
Fax: 519-661-2813
E-mail: parkingenforcement@london.ca

Illustrated Technical Guide to the Accessibility Standard of Public Spaces

- The City of London uses the Global Alliance on Accessible Technologies & Environments Guide located here. This guide offers detailed descriptions of accessible design for public spaces and includes standards for public spaces, Accessible pedestrian routes, interior paths of travel, recreational trails and more.

- For more information, please contact:
Planning Division
Phone: 519-661-4000
Fax: 519-661-3461
E-mail: planning@london.ca

Legislation Development
Questions

• Do you have any advice or input on the website or how we can use it to ensure implementation of accessible standards?
• What would you be looking for in a website like this?
• mstone@london.ca
• I am happy to present this website in more detail at the next policy subcommittee meeting to get comprehensive feedback and ensure everyone has a chance to give input.
<table>
<thead>
<tr>
<th>Subject</th>
<th>Request Date</th>
<th>Requested/Expected Reply Date</th>
<th>Person Responsible</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site Plan Checklist update</td>
<td>Passed at CPSC Mar. 18; Updated ACCAC Oct 18</td>
<td>Review at sub-committee annually; next update Sept 2019</td>
<td>Michael Pease, Manager Development and Planning</td>
<td>Monitor compliance</td>
</tr>
<tr>
<td>Sept. 2018 Item 3.2</td>
<td>Outdoor Event guide</td>
<td>CPSC referred back to staff at Aug 2018 meeting</td>
<td>Early 2019 (prior to outdoor event season)</td>
<td>Michael Cairns</td>
</tr>
<tr>
<td>Sept. 2018 Item 3.2</td>
<td>Parks and Rec Master Plan</td>
<td>Provided feedback at BE subcommittee</td>
<td>Present master plan to ACCAC when completed</td>
<td>Michael Cairns</td>
</tr>
<tr>
<td>Community Gardens</td>
<td>Ongoing since 2015; Updated ACCAC July 2018</td>
<td></td>
<td>Vanessa Kingsley; Jackie Madden</td>
<td>Monitor compliance</td>
</tr>
<tr>
<td>Open House Action Items: Paratransit, employment, infrastructure</td>
<td>CPSC meeting June 2018; Mayor meeting June 2018; motions made Oct 2018</td>
<td>CPSC meeting Nov. 13; follow through process</td>
<td>Jay Menard</td>
<td>In progress</td>
</tr>
<tr>
<td>Sept. 2018 Item 3.3</td>
<td>Statement at Council and Committee Meetings</td>
<td>CPSC April 2018 and June 2018 and Mayor’s meeting June 2018</td>
<td>Statement initiated Aug. 2018</td>
<td>Monitor compliance</td>
</tr>
<tr>
<td>July 2018 Item 5.2</td>
<td>London Committee of Adjustment</td>
<td>July 2018 requested delegation from LCA to come to ACCAC</td>
<td>Attended ACCAC Oct 2018</td>
<td>Michael Cairns</td>
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<tr>
<td>Action</td>
<td>Issue</td>
<td>Date</td>
<td>Status</td>
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<tr>
<td>Create &quot;past-chair&quot; non-voting position on ACCAC</td>
<td>Mayor's meeting June 2018; motion to CPSC Oct 2018</td>
<td>30-day action list; motion and delegation at CPSC Nov. 13, 2018</td>
<td>Michael Cairns</td>
<td>In progress</td>
</tr>
<tr>
<td>Actively recruit for ACCAC voting and non-voting positions</td>
<td>Mayor's meeting June 2018</td>
<td>30-day action list; motion and delegation to CPSC Nov. 13, 2018</td>
<td>Michael Cairns</td>
<td>In progress</td>
</tr>
<tr>
<td>CPSC to create deferred matters list so motions can be followed through to completion</td>
<td>CPSC meeting April 2018; Mayor's meeting June 2018</td>
<td>Mayor made request Aug. 2018</td>
<td>Jacqueline Madden</td>
<td>In progress</td>
</tr>
<tr>
<td>Paths of travel during construction</td>
<td>Long-standing item; motion to CPSC Oct 2018</td>
<td></td>
<td>Ashton Forrest</td>
<td>In progress</td>
</tr>
<tr>
<td>Storybook Gardens wristbands</td>
<td>Presented to ACCAC Jully 2018</td>
<td>ACCAC to be consulted through the implementation process</td>
<td>Kash Husain and Michael Dawthorne</td>
<td>Melanie Stone to request info on progress Oct. 2018</td>
</tr>
<tr>
<td>Signage--blind/deaf child signs as well as other potential signage</td>
<td>S. Maguire presented to ACCAC Jan. 2018</td>
<td>Discussed at policy sub-com mtg Oct. 2018</td>
<td>Michael Cairns</td>
<td>Melanie Stone researching what other municipalities are doing</td>
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<tr>
<td>BRT station accessibility plan</td>
<td>Presentations made at March 2018 ACCAC and Sept 2018 ACCAC</td>
<td>On-going throughout BRT planning and implementation</td>
<td>Kash Husain</td>
<td>In progress</td>
</tr>
<tr>
<td>FADS update</td>
<td>Long-standing item</td>
<td>Motion to CPSC Oct. 2018 asking facilities to report to ACCAC with update</td>
<td>Michael Dawthorne</td>
<td>Awaiting update</td>
</tr>
<tr>
<td><strong>Accessible Taxi Data</strong></td>
<td>Presentation to ACCAC Oct. 2018 (C. Deforest)</td>
<td>Transportation sub-com to make recommendations to C. Forrest by Dec. 2018</td>
<td>Penny Moore</td>
<td>Sub-committee to address at Nov. 2018 meeting</td>
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<td><strong>Paratransit</strong></td>
<td>Oct. 2018 motion to ask LTC to attend ACCAC</td>
<td>Nov. 13, 2018 CPSC meeting</td>
<td>Penny Moore</td>
<td>Watch to see that motion passed at CPSC and council</td>
</tr>
<tr>
<td><strong>Community Diversity and Inclusion Strategy</strong></td>
<td>Oct. 2018 motion to request delegation status at Dec. 10 CPSC mtg</td>
<td>Dec. 10, 2018 CPSC mtg</td>
<td>Kash Husain and Michael Dawthorne</td>
<td>Awaiting outcome of CPSC meeting Dec. 2018</td>
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<tr>
<td><strong>Remote access to meetings</strong></td>
<td>Raised issue at advisory committee open houses Nov. 2018</td>
<td></td>
<td>Michael Dawthorne</td>
<td>In Progress. Will include in feedback we officially give from ACCAC re: advisory committee</td>
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