

**Consolidated Clause in Policy and Finance Committee Report 2, which was considered by City Council on February 1, 2 and 3, 2005.**

11

### **Status Report - Implementation of Accessibility Design Guidelines**

*City Council on February 1, 2 and 3, 2005, adopted this Clause without amendment.*

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**The Policy and Finance Committee recommends that:**

- (1) City Council adopt the staff recommendations in the Recommendations Section of the report (January 5, 2005) from the Chief Administrative Officer; and**
- (2) the Chief Administrative Officer be requested to prepare a statement indicating the availability of the Accessibility Design Guidelines to be distributed with all building permit applications larger than a single-family house.**

**The Policy and Finance Committee submits the report (January 5, 2005) from the Chief Administrative Officer:**

Purpose:

To report on the status of the implementation of the Accessibility Design Guidelines, May 2004.

Financial Implications and Impact Statement:

There are no financial implications arising from the adoption of this report. The implementation of the Accessibility Design Guidelines principles and workplan may result in increased financial costs which will be highlighted and included for consideration with capital and operating budgets in subsequent City budget processes.

Recommendations:

It is recommended that:

- (1) City Council endorse the principles and workplan for implementing the Accessibility Design Guidelines outlined in Appendix 1;**
- (2) this report be forwarded to the Roundtable on Access, Equity and Human Rights and the Disability Issues Committee, and to the City's Agencies, Boards, Commissions and Corporations for their review and consideration; and**

- (3) the appropriate City Officials be authorized and directed to take the necessary action to give effect hereto.

Background:

In September 2003, Toronto City Council adopted an Accessibility Plan, a requirement under the *Ontarians with Disabilities Act* (ODA). The ODA also stipulates that Accessibility Plans and updates be filed with the Province of Ontario, namely the Minister of Citizenship.

The goal of the City of Toronto's Accessibility Plan is for the City of Toronto to become a barrier free City. To achieve this goal the Accessibility Plan aims:

- (a) to make the City's facilities, communications, services and programs accessible;
- (b) to identify and eliminate disparities and barriers; and
- (c) to provide accessibility at the City's worksites.

One component of the Accessibility Plan is the Accessibility Design Guidelines which were endorsed by City Council in May 2004, to guide the construction of new facilities and the renovation of City-owned facilities, as well as those owned by other sectors. City Council requested staff to prepare a city-wide multi-year implementation strategy and to report on resources required for implementation.

Comments:

An interdepartmental staff team led by Facilities and Real Estate Division and staff in the Chief Administrative Officer's office have been co-ordinating the preparation of an approach to implementation. The City of Toronto has over 1500 buildings within its portfolio. These fall within the functional responsibility of four departments: Economic Development Culture and Tourism, Works and Emergency Services, Corporate Services and Community and Neighbourhood Services.

The steps required to implement the Guidelines include training, development of principles for priority setting and the preparation of accessibility audits for facilities identified for funding under capital and operating budgets.

Following the release of the Guidelines in May 2004, two workshops/training sessions on the Guidelines were held in June and September 2004.

Given the number of facilities operated by the City, the preparation of a multi-year financial strategy requires detailed accessibility audits of each site. Staff have prepared a framework for the implementation strategy to be used by departments to prepare the accessibility audits needed to determine the financial impact on capital and operating budgets, as outlined in Appendix 1. These principles are recommended for adoption to provide that accessibility audits are included as part of the submission of capital and operating budgets.

This report has been prepared in conjunction with Corporate Services, Facilities and Real Estate Division, with the interdepartmental staff team on the Accessibility Design Guidelines and staff of the Financial Planning Division.

Conclusion:

The City of Toronto's goal is to become a barrier free City. City Council's endorsement of the Accessibility Design Guidelines as a common standard for accessibility has enabled a process for conducting accessibility audits and the development of multi-year plans to make all City facilities accessible for people with disabilities.

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Appendix 1

Principles and Workplan for the Implementation of the Accessibility Design Guidelines to City of Toronto Facilities

- (1) Principles for applying the Accessibility Design Guidelines:
  - (a) All construction of new City of Toronto buildings shall comply with the City of Toronto Accessibility Design Guidelines.
  - (b) Application of the City of Toronto Accessibility Design Guidelines to Heritage buildings should be considered on a case by case basis.
  - (c) Application of the City of Toronto Accessibility Design Guidelines to exterior amenities such as trails should also be considered on a case by case basis having due regard to making city parks accessible to people with disabilities.
  - (d) Leased properties shall comply with the City of Toronto Accessibility Design Guidelines having regard for the length of lease, use of the facility and cost effectiveness.

(2) Work Plan for the preparation of the Implementation Strategy

Responsibility of operating Divisions:

- (a) To conduct accessibility audits on each facility to determine compliance with the “City of Toronto Accessibility Design Guidelines” and to detail the remedial work and cost required to reach compliance.
- (b) To develop a multi-year budget plan to implement the required remedial work.
- (c) To prepare multi-year plans based on the following categories of projected use by people with disabilities:
  - (i) facilities that provide services specific to persons with disabilities;
  - (ii) facilities that provide services to a large number of the public; and
  - (iii) facilities where large numbers of staff are located.

(3) Framework for the Application of the City of Toronto Accessibility Design Guidelines:

- (a) The Accessibility Design Guidelines apply to the following types of facilities:
  - (i) office spaces;
  - (ii) assembly and public spaces;
  - (iii) office and ancillary spaces in industrial facilities;
  - (iv) office and ancillary spaces in Child Care Centres and Homes for the Aged facilities;
  - (v) emergency and transitional shelters; and
  - (vi) roadway facilities;

(b) For New Facilities Being Constructed:

All construction of new facilities will comply in every aspect with the Accessibility Design Guidelines.

(c) For Renovations/Retrofits to Existing Facilities:

- (i) For the renovated areas within the facility undergoing renovation.

All new construction within the existing facility will comply in every aspect with accessibility guidelines.

- (ii) For the areas not being renovated within a facility undergoing renovation:

The facility in its entirety must comply with the accessibility guidelines when:

- the construction cost for the renovation exceeds \$2.5 million;

The main entrance and a washroom on the main floor must comply with accessibility guidelines when:

- 50 percent of the total floor area of the existing facility is being substantially altered;

(d) New Additions to Existing Facilities:

- (i) all new additions to existing facilities will comply in every aspect with the accessibility guidelines;
- (ii) when the cost of the addition exceeds \$2.5 million, the existing facility in its entirety must comply with accessibility guidelines; and
- (iii) The main entrance and a washroom on the main floor must comply with accessibility guidelines when the floor area of the addition exceeds 25 percent of the floor area of the original facility; and

(e) Exceptions to the application of the Guidelines will be made on a case by case basis and may apply to improvements to building systems such as electrical and mechanical systems.