



ACCESSIBILITY STEERING COMMITTEE
Tuesday, October 24, 2023, 2023 – 1:00 p.m.
Microsoft Teams Meeting

Present: Scott Keys (Chair), Amy Pimentel, Andrew Kirkbride, Dave Buist, Gianni Silvestri, Jennifer Charnish-Currie, John Nicholson, Linda McFayden, Philip Kuckyt, Rachel Moreau, Katherine Reddicliffe (Recording Secretary)

Regrets: Bill Chopp (Trustee), April Taylor, Carlo Fortino, Deborah King-Bonifacio, Leslie Brown, Rita Raposo, Sandra DeDominicis

Item #	Agenda Item	Action Required	Person Responsible
1. PRAYER			
2. MINUTES / ITEMS ARISING FROM THE MAY 30, 2023 MEETING			
	<ul style="list-style-type: none"> If there are any changes or revisions to the Minutes, please send them to Kathy. 		All
3. ADDITIONS TO THE AGENDA			
	<ul style="list-style-type: none"> SO Responsible for Accessibility 		Scott
4. COMMITTEE AND STAFF UPDATES			
4.1	Capital Projects and AODA	<ul style="list-style-type: none"> 2023-24 AODA Committee Update Presentation Audit previously completed – report serves as a guideline and path moving forward as we work towards AODA compliance. 2023 included 80 AODA projects. Facilities continue to incorporate AODA initiatives into operational practices and capital plans. Continuous reports work as guidelines and trackers to monitor progress. The pipeline has not been set yet, but looking into parking lots at Assumption, Information Technology, St. John’s College, and St Teresa (projects current out for tender) and work order suggestions. 	Andrew
5. COMMITTEE AND STAFF UPDATES			
5.1	Integrated Accessibility (and Guideline), STU 200.33P	<ul style="list-style-type: none"> Combined multiple Policies and Administrative Procedures to create one Policy. Document attached to Agenda shows red line (new material) with strikethrough for removals. Awareness Guide outlines the correct steps to follow. ACTION: Content feedback to be sent to Scott or Kathy. 	Scott All - ASAP
5.2	2024-29 Multi-Year Accessibility Plan	<ul style="list-style-type: none"> Current Accessibility Plan expires in 2023. A refreshed Accessibility Plan has drafted and shared. 	



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		<ul style="list-style-type: none"> • Communications Department provides insight and documents with various accessibility formats and copies of the printed material for this Multi-Year Plan. • New Plan's format will look slightly different than previous year, but includes addressing the current barriers with action items, timelines, and the primary person/department responsible for it. • Other focus will include Communications and Technology. • Annual reports will be included with the resources in the plan going to the board. • ACTION: Provide feedback prior to it going to the Board meeting. • ACTION: "References at the end" to be reviewed as Norfolk and Brantford have their own AODA standards (they have municipal ones). Local accessibility requirements. Andrew to provide Scott with these. 	<p>All - ASAP</p> <p>Andrew Next Meeting</p>
5.3	2023 Accessibility Compliance Report	<ul style="list-style-type: none"> • Due at the end of the calendar year – it is in the preliminary draft stage (as attached in Agenda). • ACTION: Final will be submitted in December 2023. 	<p>Scott Next Meeting</p>
6. OTHER BUSINESS			
	SO Responsible for Accessibility	<ul style="list-style-type: none"> • The next scheduled meeting in February – there will be a switch from Scott Keys to John Della Fortuna who will be SO Responsible for the Accessibility Committee and facilitating the meetings. • Kathy Reddicliffe will continue to provide support to John for this committee. • In the meantime, send any feedback or follow up action items to Scott Keys before February 13, 2024. 	

Upcoming Meetings: February 13, 2024 - 1:00 pm

Facility Services

2023-24

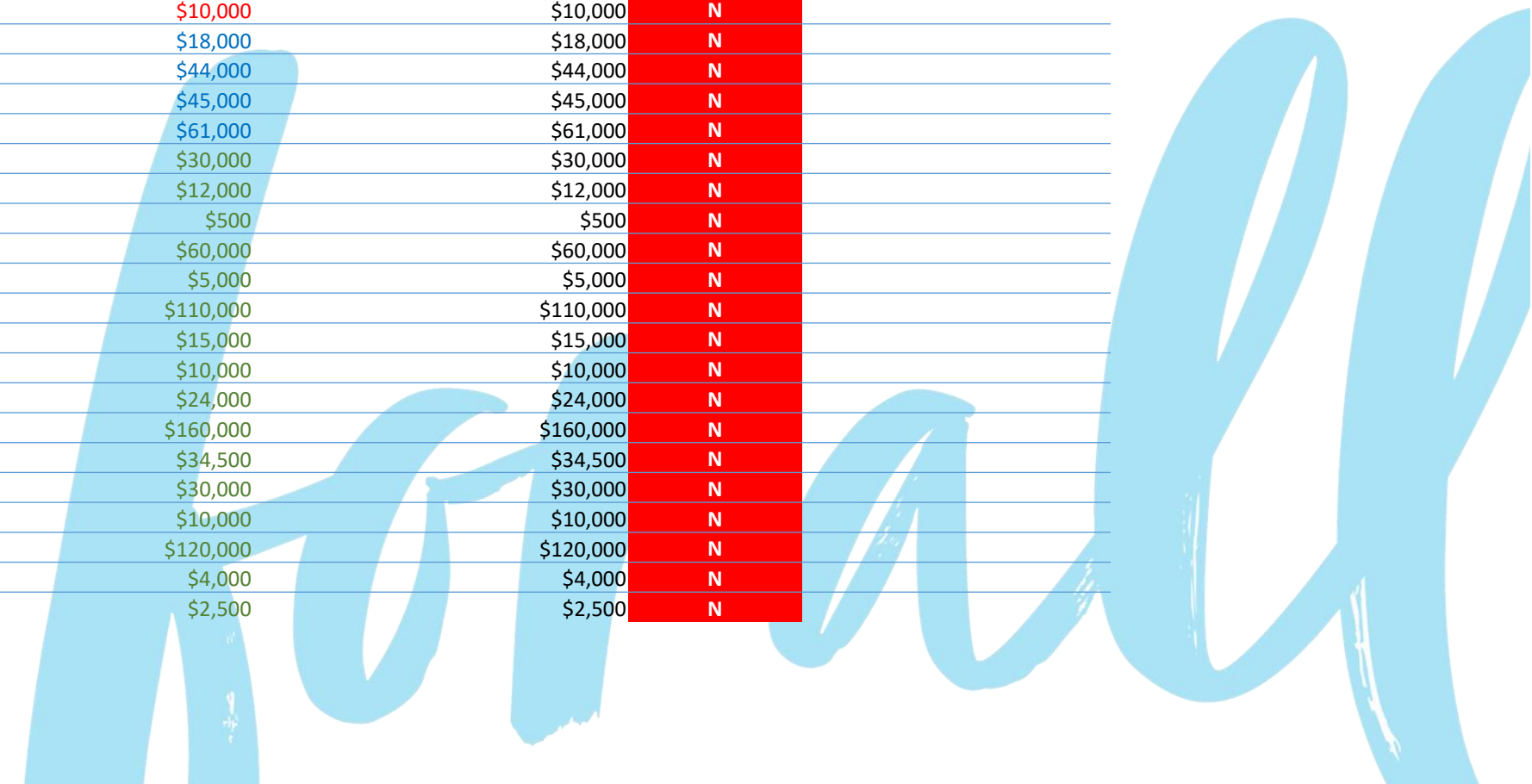
AODA
Committee
Update



Facility's Commitment to AODA

- In 2021 the board engaged Pretium Engineering to assist in establishing an AODA baseline for the board.
- Audits were conducted on all 35 facilities and recommendations with associated costs were provided in a report format
- The reports serves as a guideline & pathway moving forward as we work towards AODA compliance
- From the reports, an excel summary spreadsheet was created to help prioritize & budget these projects

School Name	Observ. Ref.	Rec. Ref.	Category	Priority	Element	Estimated Cost	Actual Cost	Difference	Completed (Y/N)	Date Completed	Notes
Assumption College	2.2.2.1	No. 2	Exterior Path of Travel	High	Exterior Path of Travel – TWSIs	\$14,500		\$14,500	N		
Assumption College	2.2.4 / 2.2.5	No. 6	Stairs	High	Exterior Stairs and Ramps - TWSIs	\$11,500		\$11,500	N		
Assumption College	2.2.8	No. 13	Doors	High	Interior Doors	\$47,000		\$47,000	N		
Assumption College	2.2.9	No. 16	Stairs	High	Interior Stairs – TWSIs and Treads	\$25,000		\$25,000	N		
Assumption College	2.2.10	No. 17	Ramp	High	Interior Ramps - TWSIs	\$5,000		\$5,000	N		
Assumption College	2.2.12.1	No. 23	Washroom	High	Universal Washrooms	\$60,000		\$60,000	N		
Assumption College	2.2.16.2	No. 28	Fire Alarm	High	Fire Alarm System	\$55,000		\$55,000	N		
Assumption College	2.2.16.3	No. 29	Controls	High	Controls	\$20,000		\$20,000	N		
Assumption College	2.2.16.4	No. 30	Signage	High	Signage	\$10,000		\$10,000	N		
Assumption College	2.2.1	No. 1	Parking Lot	Medium	Parking Lot	\$18,000		\$18,000	N		
Assumption College	2.2.11	No. 19	Washroom	Medium	Communal Washrooms – Entrances	\$44,000		\$44,000	N		
Assumption College	2.2.11	No. 20	Washroom	Medium	Communal Washrooms – Existing BF stalls.	\$45,000		\$45,000	N		
Assumption College	2.2.11	No. 22	Washroom	Medium	Communal Washrooms – Misc.	\$61,000		\$61,000	N		
Assumption College	2.2.2.1	No. 3	Exterior Path of Travel	Low	Exterior Path of Travel – Curb Ramps	\$30,000		\$30,000	N		
Assumption College	2.2.2.1	No. 4	Exterior Path of Travel	Low	Exterior Path of Travel – Walkway	\$12,000		\$12,000	N		
Assumption College	2.2.3.1 / 2.2.3.1	No. 5	Interior Path of Travel	Low	Interior Path of Travel – Corridors	\$500		\$500	N		
Assumption College	2.2.4.1 / 2.2.4.2	No. 7	Stairs	Low	Exterior Portable Stairs	\$60,000		\$60,000	N		
Assumption College	2.2.4.3	No. 8	Stairs	Low	Exterior Stairs to Entrance 1011	\$5,000		\$5,000	N		
Assumption College	2.2.4.1 / 2.2.4.2	No. 9	Ramp	Low	New Exterior Ramps to Portables	\$110,000		\$110,000	N		
Assumption College	2.2.5.1	No. 10	Ramp	Low	Existing Exterior Ramp to Portables	\$15,000		\$15,000	N		
Assumption College	2.2.5.2	No. 11	Ramp	Low	Exterior Ramp to Entrance 1011	\$10,000		\$10,000	N		
Assumption College	2.2.6.1 / 2.2.7.1 / 2.2.7.3	No. 12	Doors	Low	Exterior Doors	\$24,000		\$24,000	N		
Assumption College	2.2.9	No. 14	Stairs	Low	Interior Stairs	\$160,000		\$160,000	N		
Assumption College	2.2.9	No. 15	Stairs	Low	Interior Stairs - Handrails	\$34,500		\$34,500	N		
Assumption College	2.2.10.3	No. 18	Ramp	Low	Interior Ramp - Chapel	\$30,000		\$30,000	N		
Assumption College	2.2.11	No. 21	Washroom	Low	Communal Washrooms – New BF stalls.	\$10,000		\$10,000	N		
Assumption College	2.2.12.1	No. 24	Washroom	Low	Universal Washrooms	\$120,000		\$120,000	N		
Assumption College	2.2.14.1	No. 25	Elevator	Low	Elevator	\$4,000		\$4,000	N		
Assumption College	2.2.15.1	No. 26	Fountains	Low	Drinking Fountains	\$2,500		\$2,500	N		



2023 Initiatives

We spent \$343,547 on over 80 AODA specific projects

➤ These include:

- AODA Door operators
- Modifying/widening door frames to the newest AODA standards
- AODA ramps, sidewalks, railings & handles
- Universal AODA compliant washrooms
- AODA compliant paving & parking lots



2023 Initiatives Con't

We completed over \$500,000 worth of renewal projects that incorporated new AODA standards

➤ These include:

- Christ the King Parking lot improvements
- St. Bernard of Clairvaux Parking lot improvements





2023-24 Looking Forward

Continuous Improvements

- We continue to incorporate AODA into operational practices and our capital plans
- Anytime we renovate/improve an area we incorporate the AODA recommendations referenced in the reports from Pretium Engineering.
- We continue to use the reports as a guideline & tracker for our progress.
- We continue to support the needs of staff, students and community members as we work towards the end goal of barrier free facilities.
- Upcoming- Several projects are in the design phase and will be tendered later this year.

- QUESTIONS?

For all

Excellence in Learning ~ Living in Christ



BRANT HALDIMAND NORFOLK
Catholic District School Board

for all