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|  | Title:<br><b>ONTARIO REGULATION<br/> 191/11<br/> INTEGRATED ACCESSIBILITY<br/> STANDARDS</b> | Reference No.:<br>FS# FO-001.02 |
| Owner: <b>Facility Operations</b>   | Effective Date: <b>May 2021</b>  | Page <b>1</b> of <b>2</b>       |

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| <b>Created By:</b> Ed Cipriani | <b>Signature:</b> <i>Ed Cipriani</i> | <b>Date:</b> May 2021 |
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## 1.0 Purpose

- 1.1. This document is intended to meet the requirements of the Integrated Accessibility Standards Ontario Regulation 191/11 for the procedures for preventative and emergency maintenance of the accessible elements in public spaces as required under Section 80.44, the maintenance of accessible elements set forth under the Accessibility for Ontarians with Disabilities Act, 2005. This document applies to removing barriers in Buildings and Public Spaces.

## 2.0 Scope

- 2.1. Under the Integrated Accessibility Standards Regulation (section 80.44) under the Accessibility for Ontarians with Disabilities Act, Mohawk College Facility Operations has procedures for preventative and emergency maintenance of accessible elements in its public spaces. Accessible public space elements maintained by Facility Operations include common interior spaces and exterior travel paths, such as walkways, stairs, and ramps, where the Ontario Building Code does not already cover these elements, and parking lots at the Fennell and Stoney Creek Campuses.

## 3.0 Responsibility & Procedure

- 3.1. The Facility Operations team, responsible for maintaining accessible elements in Mohawk College's public spaces, in conjunction with appropriate personnel, will develop preventative maintenance schedules, as required, to keep the elements in good working order or restore them to their original condition when necessary.
- 3.2. To the extent possible, notice notification of work regarding any disruption to accessible elements due to planned maintenance or repairs impacting Mohawk College staff and student's accessibility will be posted in advance, including information about the disruption, its anticipated duration, and a description of alternative accessible elements that may be available. This notice may be provided by posting notices in a conspicuous place on Campus, the Mohawk College website and/or other reasonable methods under the circumstances. An email will also be issued to the campus areas impacted by the disruption.
- 3.3. Facility Operations personnel will inspect applicable accessible elements that are available for use by the public regularly. Any elements found to have defects or need maintenance will be identified so they can be addressed. An Archibus Maintenance Ticket will be created to generate a work order and sent to the Facility Operations team. Upon review, arrangements will be made to dispatch the appropriate Facility Operations craftsperson(s) or contractor to correct the defect(s) or perform the necessary maintenance.

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- 3.4. If the Facility Operations receives third-party information that an accessible element needs maintenance or repairs, an Archibus Maintenance Ticket will be generated, and the information will be sent to the Facility Operations team to inspect the element. Appropriate action was taken, as noted above.
- 3.5. In cases where it is determined that emergency maintenance or repairs to an accessible element are required, the element will be taken out of service, and the necessary repairs will be assessed and addressed as a priority.
- 3.6. To the extent possible, Facility Operations personnel will ensure steps are taken to divert individuals from accessible elements that are not in working order or pose a danger to the safety and to provide information regarding any alternate useable elements. Steps taken may include putting barriers and temporary wayfinding signage in place and/or posting notices.

#### 4.0 Exceptions

- 4.1. There may be times when Facility Operations cannot meet all technical requirements as outlined within the legislation. In these instances, Facility Operations will strive to meet the requirements to the fullest extent to allow for accessible use with particular constraints as addressed in legislation.

#### 5.0 Review

- 5.1. This Document will be reviewed regularly to ensure that it reflects Mohawk College Facility Operation’s current practices and legislative requirements.

#### 6.0 History of Revisions

| Effective Date | Version | Update  |
|----------------|---------|---|
| May 2021       | 001     | NEW Document is CREATED   |
| September 2022 | 002     | It is reviewed to reflect Mohawk College Facility Operation’s current practices and legislative requirements. |
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