



SECTION:	ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES	POLICY NUMBER:	2.3
ISSUED BY:	Chief Executive Officer	PAGE:	1 of 2
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MAINTENANCE – EXTERIOR AMENITIES AND SPACES

Purpose

This procedure addresses the Maintenance standards, O Reg. 80.44 requirements of Ontario Regulation 191/11 for the Integrated Accessibility Standards Regulation under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA).

Scope

This procedure applies to maintenance employees and contractors (personnel) or any individual representing or performing maintenance at a Sensity property.

The requirements set out in this procedure are being implemented by Sensity in accordance with the standards and timelines established in the AODA.

Definitions

- **Amenities** means items that provide conveniences for us by the public, examples, picnic tables, swings etc.
- **Maintenance** means activities that are intended to keep existing accessible exterior elements in good working order or to restore the spaces or elements to their original condition.
- **Spaces** includes for paths of travel, (ramps, stairs, walkways) patios, eating areas, leisure spaces (garden) and parking lot on Sensity property.

Preventative Procedure

1. Regularly monitor / inspect the accessible public spaces and amenities.
2. Develop maintenance schedules with appropriate subcontractors, or persons, to keep the spaces and amenities in good working order.
3. Ensure schedules are being adhered to by inspecting exterior spaces and

SECTION:	ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES		
POLICY NUMBER:	2.3	PAGE:	2 of 2

amenities regularly.

4. When needed, modify scopes of services or schedules.
5. Monitor weather conditions for any potential extreme weather incidents.
6. Inspect spaces and amenities post extreme weather incidents to ensure good working order.
7. Keep forms and records of maintenance performed for future reference.

Emergency Procedure

In the event of an emergency disruption of access to exterior elements.

1. Communication to be sent via email, social media platforms, text messages, and any alternative, accessible or supported preferred method of communication to all stakeholders.
2. Physical safety barriers to be put in place, caution tape, pylons, fencing, signage at location.
3. Action plan to be devised for remediation with Contractor & Maintenance Coordinator.
4. If available, provide alternate location and instructions on its location and access.
5. Communication to be sent on the duration of the disruption, alternate location details (if available) and anticipated re-open date, to all stakeholders.
6. Communication to be sent providing updates as remediation progresses on timeline and confirmation of re-open date.
7. Communication to be sent upon completion and re-opening of exterior spaces and amenities.

Temporary Disruption Procedure

In the event of a temporary disruption of access to spaces and amenities

1. Action plan to be devised for work with Contractor & Maintenance Coordinator including anticipated duration of disruption.
2. Communication to be sent via email, social media platforms, text messages and any alternative, accessible or supported preferred method of communication to all stakeholders.
3. Physical safety barriers to be put in place, caution tape, pylons, fencing, signage at location.
4. If available, provide alternate location and instructions on its location and access.
5. Communication to be sent on the duration of the disruption, alternate location details (if available) and anticipated re-open date, to all stakeholders.
6. Communication to be sent providing updates as work progresses on timeline and confirmation of re-open date.
7. Communication to be sent upon completion and re-opening.