



City of  
**Peterborough**

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**TO:** Members of the Accessibility Advisory Committee

**FROM:** Phyllis Hodder, Accessibility Coordinator

**MEETING DATE:** June 6, 2012

**SUBJECT:** Report AAC12-011  
Built Environment Sub-Committee Report

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## **PURPOSE**

A report to provide information to the Accessibility Advisory Committee (AAC) regarding the Built Environment Sub-Committee meeting held on May 23, 2012.

## **RECOMMENDATION**

That the Accessibility Advisory Committee approve the recommendation outlined in Report AAC12-011, dated June 6, 2012, of Phyllis Hodder, Accessibility Coordinator as follows:

That Report AAC12-011 with respect to the Built Environment Sub-Committee Report is received for information.

## **BUDGET AND FINANCIAL IMPLICATIONS**

There is no budget or financial implications associated with the recommendation.

## **BACKGROUND**

The Accessibility Advisory Committee (AAC) established a Sub-Committee on the Built Environment Standard to address duties identified in Part VII, 29.4 of the Accessibility for Ontarians with Disabilities Act, 2005 which require timely review of site plans and drawings. In addition, the Built Environment Sub Committee would administer the Access Fund.

On May 23, 2012 the Built Environment Committee held their first meeting at City Hall, the following items were discussed.

### **Access Fund:**

- Request from Corporate Services for \$100,000 for renovations to City Hall for reception and the tax office to make the area accessible. The Committee has approved \$50,000.
- Request from Fire Services for \$6,400.18 for two automatic door openers for the Fire Station on Sherbrooke Street. The Committee has approved the \$6,400.18.
- A second request was made from Fire Services for a bathroom renovation at the Sherbrooke Street Fire Hall however as no budget had been submitted the committee could not make any commitments to funding.

The current balance of the Access Fund is \$134,874.97 as shown on Appendix A

### **Site Plan Review:**

The following Site Plan Reviews were completed.

- 145 Langton Street
- 475 George Street
- 1185 Hillard Street
- 332 Aymer Street

The Built Environment Committee Meeting Minutes are attached as Appendix B.

In future all Built Environment Meeting Minutes will be listed under Correspondence on the Agenda for the AAC.

Submitted by,

Phyllis Hodder, Accessibility Coordinator

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Appendix A – Access Fund Report as of May 25, 2012

Appendix B – Built Environment Sub-Committee Meeting Minutes May 23, 2012

Appendix A

City of Peterborough  
Access Fund Report  
As of May 25, 2012

Balance From 2011	\$283,275.15
Plus 2012 Access Fund	<u>\$ 90,000.00</u>
	\$373,275.15
<u>Less 2012 Expenses to Date:</u>	
Expenses to date	0.00
Access Fund Balance	\$373,275.15
<u>Less Commitments:</u>	
Property	
• 610 Parkhill – Ramp & Accessible Washroom	\$ 30,000.00
• City Council Chambers Renovations	\$100,000.00
• City Hall Corporate Services Renovations	\$ 50,000.00
• Sherbrooke Fire Hall Automatic Door Opener	\$ 6,400.18
Recreation	
• Accessible Parking at Beavermead Park & Walker Avenue for Eastgate Park	<u>\$ 52,000.00</u>
Less Total Commitments	\$238,400.18
Balance Available	<u>\$134,874.97</u> =====

Appendix B



City of  
Peterborough

**Accessibility Advisory Committee  
Built Environment Sub-Committee Minutes  
May 23, 2012 at 10:00 a.m.  
City Board Room, City Hall**

**Present:** Andrea Dodsworth (Chair), Ian Guest, Jeff Chalmers, Allison Rolph-Seiderer, Gordon Earle, Ralph Lloyd, Leanne Carpenter, Susan Torrence, Mac MacGillivray (Property Management from 10:00 a.m. to 11:00 a.m.), Brian Buchardt (Planning Department from 11:00 a.m. on), Keith Payne (Planning Department from 11:00 a.m. on), Phyllis Hodder (Accessibility Coordinator/Recorder).

**Regrets:** None

**Absent:** Chris Grayson

**Welcome and Introductions**

**Call to Order**

- Andrea Dodsworth, Chair called the meeting to order at 10:00 a.m.

**Amendment to the Agenda**

- The previous minutes were dated February 2, 2012 and not January, 5<sup>th</sup> 2012 as documented on the agenda

**Approval of Agenda**

- That the agenda for the Built Environment Committee dated May 23, 2012 be approved.

Moved by Ian Guest

Seconded by Allison Rolph-Seiderer

Carried

### **Approval of Minutes**

- That the Building Committee Minutes dated February 2, 2012 be approved.

Moved by Jeff Chalmers  
Seconded by Allison Rolph-Seiderer

Carried

### **Business Arising**

- That a follow up letter be sent to the Canadian Standards Association regarding updating the standards for elevator controls. Two previous letters have gone out with no response. The Accessibility Coordinator will follow up with the letter to be signed by Andrea Dodsworth, Chair.

Moved by Andrea Dodsworth  
Seconded by Jeff Chalmers

Carried

- Terms of Reference were emailed and delivered to all members of the Built Environment Committee. It was noted that each member must notify either the Chair or the Accessibility Coordinator if they are unable to attend a meeting. If a member does not contact either the Chair or the Accessibility Coordinator and miss three consecutive meetings they will forfeit their membership with the committee.

### **Financial Fund Updates and Requests**

- Currently in the Access Fund there is \$182,000 in reserve for commitments made to renovations to City of Peterborough facilities.
- Currently there is an available balance of \$191,275.15.
- Mac MacGillivray is requesting \$100,000 from the Access Fund to help pay for renovations to Corporate Services (tax office and reception).

A Motion was put forth by Jeff Chalmers that \$50,000 of the Access Fund be utilized to facilitate the accessible renovations at Corporate Services.

Seconded by Gordon Earle

Carried

- A request was received from Marsie Mackay for automatic door openers at the main doors (double doors) of the Fire Hall on Sherbrooke Street. The cost of the doors is \$6,400.18.

A Motion was put forth by Jeff Chalmers that \$6,400.18 of the Access Fund be utilized to add automatic door openers at the double doors at the Sherbrooke Fire Hall.

Seconded by Ian Guest

Carried

## **Site Plan Applications**

### **145 Langton Street**

This is a notice of application for site plan approval for proposed construction of 87 residential units, being a mix of townhouses and semi detached style condominium units.

Interim recommendations were sent on February 6, 2012. In addition to those recommendations the following accessibility recommendations have been made:

- That the mailbox is accessible from the residential area and from the street/sidewalk
- That exterior lighting is placed near the mailbox and throughout the grounds of the units where sidewalks are placed
- That a safe and barrier-free path of travel exists from the parking to the front entrance of the building
- That a bus stop be placed close to the driveway with accessible features as noted in the Integrated Standard

### **475 George Street**

This is a site plan application for the proposed mixed use development incorporating the former YMCA building, with 92 residential suites and 48 dwelling units in an eight storey building, including 1,556 sq. m. of gross commercial square metres on the first floor.

Interim recommendations were made on March 8, 2012. In addition to those recommendations the following accessibility recommendations have been made:

- To provide a drop off spot for seniors who reside in the building

### **552 Armour Road**

Interim recommendations were made on April 13, 2012. Due to meeting time constraints no further recommendations were made this date.

### **234-248 Hunter and 417 Aylmer Street**

Interim recommendations were made on April 27, 2012. Due to meeting time constraints no further recommendations were made this date.

### **1185 Hilliard Street**

Proposed construction of a three storey residential apartment building, with a floor area of 3,150 square meters containing 29 two bedroom dwelling units. The address of this unit will be changed to Towerhill Road.

Recommendations are due June 1, 2012 and include installing:

- A sidewalk connecting Hilliard Street to the property and to Towerhill Road with proper curb cuts
- Automatic door openers at the front of the building with zero resistance
- Curb stops where accessible parking is in order to make the curb flush with the parking lot, landscaping to delineate the parking lot from the curb

### **332 Aylmer Street North**

Proposed a 20.9sq. m. third floor building addition and a space for an elevator to the existing legal office. The existing restaurant at 338 Aylmer Street is to be demolished where a parking lot and a parkette are to be constructed.

Recommendations are due June 7, 2012 and include:

- That a section of the sidewalk curb is dropped in front of the elevators
- Illuminated lighting installed in the parking area

### **1802 Cherryhill Road**

The Accessibility Coordinator will review and provide comments to the Planning Department on this site plan on behalf of the Built Environment Committee. This address will be reviewed at the next meeting.

### **New Business**

- Barrier free pathways on the downtown core will be added to the next agenda.
- Creating a form for the Access Fund
  - The Accessibility Coordinator will create a form to be completed by each department when they request funding from the Access Fund. A rough draft of this form will go out to each member of the Built Environment Committee for comment and amendments will be made accordingly.
- Addressing proper signage in the elevator at City Hall:



- The Accessibility Coordinator and the Chair will meet to discuss what signage is appropriate to label the floors clearly on the elevator. Once this is completed it will be reviewed at the next Built Environment Committee Meeting.
- City of Peterborough Building Audits:
  - A recommendation from the Built Environment Committee that the Accessibility Coordinator complete audits on all City-owned buildings. The Accessibility Coordinator will email out the current audit form for input from the committee on what amendments could be made to improve the form prior to the audits being completed.

### **Next Meeting**

The next Built Environment Sub-Committee meeting date to be determined.

### **Adjourned**

The meeting was adjourned at 12:00 p.m.