



City of
Peterborough

**Accessibility Advisory Committee
Built Environment Sub-Committee Minutes
June 28, 2012 at 10:00 a.m.
Sutherland Room, City Hall**

Present: Andrea Dodsworth (Chair), Ian Guest, Jeff Chalmers, Ralph Lloyd, Leanne Carpenter, Susan Torrence, Keith Payne (Planning Department from 11:00 a.m. on), Mary Gallop (Facilities and Special Projects from 11:30 a.m. on) Phyllis Hodder (Corporate Services/Recorder).

Regrets: Allison Rolph-Seiderer, Chris Grayson, Gordon Earle

Welcome

Call to Order

- Andrea Dodsworth, Chair called the meeting to order at 10:05 a.m.

Amendment to the Agenda

- Under item seven the amount for the request from Fire Services should read \$20,020.00
- Under new business please add:
 - Palm buttons on power doors Ralph Lloyd
 - Letter to Canadian Standards Association Phyllis Hodder

Approval of Agenda

- That the agenda for the Built Environment Sub-Committee Meeting dated June 28, 2012 be approved.

Moved by Ian Guest

Seconded by Ralph Lloyd

Carried

Amendment of the Minutes dated May 23, 2012

- It was recommended that when documenting the addresses on the site plan reviews that North, South, East and West be added to each individual address for clarity when appropriate.

Approval of Minutes

- That the Built Environment Sub-Committee Minutes dated May 23, 2012 be approved.

Moved by Jeff Chalmers
Seconded by Susan Torrence

Carried

Business Arising

UBI DUO

- It was suggested at the last Built Environment Sub-Committee Meeting on May 23, 2012 that the City of Peterborough consider purchasing a UBI DUO for the Tax Office. A quote was received from the Canadian Hearing Society and the cost of the unit is \$2,325.75. The assistive device is a communication device that enables people who are deaf or hard of hearing to communicate instantly with people who are hearing Face-to-Face. The unit is portable and could be utilized in the Tax Office and the Clerks Office.
- A recommendation was made by the Built Environment Sub-Committee that the UBI DUO be purchased by Corporate Service to facilitate accessible customer service.

Update on complaint regarding barriers to the downtown core

- On the last agenda an item regarding barriers on the sidewalks for the downtown core was not addressed due to time constraints. To address the issue the Accessibility Coordinator completed a walk about in the downtown core with an individual who has a visual impairment to document what businesses had their sandwich boards in the middle of the sidewalk creating a barrier for pedestrians. A list was compiled and forwarded to Jeremy Bender Permit Technician in the Building Department a letter will go out to each of those businesses advising them to move their signs adjacent to the building. In addition some businesses had signs larger than what is stated in the by-law, letters will also go out to those companies.

- An additional issue was documented as the audible signal at the street lights at George Street and Simcoe Street (south west corner) was not working, an email was sent to Todd Nancekivell in the Traffic Department however this issue has been resolved as the Traffic Department was aware that the device was not working.
- There was also an uneven sidewalk (more than 3cm) in front of Peterborough Square making it unsafe for walking an email was sent to Glen Perritt at Public Works bringing this issue to his attention.

Signage on elevators at City Hall

- The Built Environment Sub-Committee is recommending that the signage on the elevator at City Hall be updated to include what departments are located on each floor. The signage should have upper and lower case, with contrasting colours. In addition the Committee is recommending that a sign indicating what floor you are on is posted directly across from the elevator doors when they open for example 1C or 2B.
- The Committee also is recommending that a larger sign similar to the one in the lobby of City Hall be placed at each level so when someone gets off the elevator for example they understand that Utility Services is where you would find Engineering, Traffic and Waste Management.
- These recommendations will be forwarded to Mac MacGillivray Property and Energy Manager.

New Access Fund Request Form

- A draft Access Fund Request Form was reviewed, suggestions were made for amendments. The form will be re-done and sent out by email for further review.

Audit Forms

- The Accessibility Coordinator will review both audit forms and try to merge the two to ensure that when building audits are being completed nothing is missing.

Financial Fund Updates and Requests

- Currently in the Access Fund there is \$238,400.18 in reserve for commitments made to renovations to City of Peterborough facilities.
- Currently there is an available balance of \$134,874.97.

- A request was received from Marsie Mackay for bathroom renovations at the Fire Hall on Sherbrooke Street to change the existing layout of two small inaccessible bathrooms to one larger accessible bathroom and a second bathroom with some accessible features. The cost of the renovation is \$20,020.00. A copy of the estimate was received, along with a plan for the renovation.

A Motion was put forth by Jeff Chalmers that \$20,020.00 of the Access Fund be utilized to have an accessible washroom installed at the Sherbrooke Fire Hall on the main floor.

Seconded by Ian Guest

Carried

The Committee would like to recommend that there is a contrast in paint colour used between the walls and the floors, the toilet, sink and walls and that in addition to a pictorial universal bathroom sign for accessibility that large signage is used with a colour contrast to indicate the unisex bathroom. The sign should be placed on the wall outside of the door of the bathroom, in addition to one being placed on the door of the bathroom (in case the door is left open when not in use). In addition the door to the bathroom should open to the outwards if there is no automatic door opener being installed.

Site Plan Applications

1802 Cherryhill Road

Proposed construction of a four storey 65 unit residential retirement building.

- Continuous sidewalk connection from the building to the road
- Higher ceiling in the underground parking garage to accommodate wheelchair accessible vans
- Accessible parking should be adjacent to the front entrance of the building so that no one is crossing the driveway to reach the front door
- Barrier free access to the street

995 Crawford Drive

Proposed construction of a two storey 1,571.9 sq.m. Car dealership.

- Accessible parking should be adjacent to the building

25 Ferndale Avenue

Proposed construction of a 189.6 sq.m. building addition to the existing church.

- Signage at driveway to find accessible parking
- Sidewalk width should be larger between the front doors and the parking lots on all sides example 1500 m

245 Spillsbury Road

Proposed mixed-use development with a gas station (262 sq.m. canopy), a drive-thru (189 Sq.m.) and a two storey building with 553 sq.m. of floor areas and six dwelling units on the second floor.

- Accessible parking should have a ramp to the front door of the drive through restaurant and not the side walkway
- Extend the sidewalk down to be closer to the entrance of the restaurant

Site Plan presented by Mary Gallop Facilities and Special Projects

Rogers Cove Water Park

- A light that flashes 5 seconds prior to the water coming on over each water park area
- A longer vestibule when entering the change rooms
- A portable change table that could carry the weight of an adult in the private change room
- Make the private change room larger by moving the sink out and placing it sideways in order for someone with a visual impairment to be able to find it as they walk down towards the sink using the wall as their guide for their path of travel
- Changing the colour and or texture of the flooring in front of the change room to assist those with a visual impairment to find the entrance to the change room
- Include colour contrasts between floors and walls/ walls and sinks/ walls and toilets or urinals

New Business

Due to time constraints the following items will be carried over to the next Built Environment Meeting:

- Palm buttons on power doors Ralph Lloyd
- Letter to Canadian Standards Association Phyllis Hodder

Next Built Environment Sub-Committee meeting date to be determined.

Meeting adjourned at 12:15 p.m.