



ACCESSIBILITY ADVISORY COMMITTEE AGENDA

Wednesday, April 26, 2017, 12:00 pm
Committee Room

Pages

1. **ROLL CALL**
2. **DECLARATION OF CONFLICT OF INTEREST**
3. **MINUTES OF THE PREVIOUS MEETINGS**
 - 3.1 **November 23, 2016** 3
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5. **INTRODUCTION AND CONSIDERATION OF CORPORATE REPORTS**
 - 5.1 **Draft Accessibility Plan 2016 - 2019** 6
re: updated Accessibility Plan
 - 5.2 **March 21, 2017. Report from the Director of Infrastructure Services** 38
re: Building Condition Assessment Outcome
6. **PRESENTATION OF COMMITTEE REPORTS**
 - 6.1 **January 17, 2017. Report from the Public Services Committee** 42
re: status report on prioritized list Accessibility related items at various municipal facilities
7. **UNFINISHED BUSINESS**
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 - 8.1 **December 7, 2016. Memo from K. Moyer** 46
re: City Hall parking lot
 - 8.2 **March 15, 2017. Memo from Mayor Marchisella** 47
re: proposed Joint meetings with Seniors Advisory Committee and Age Friendly
 - 8.3 **March 29, 2017. Memo from K. Moyer** 49

re: adoption of the City of London's Facility Accessibility Design Standards (FADS) document

- 8.4 March 6, 2017. Memo from Accessibility Directorate of Ontario**
re: Community Accessibility Forums 2017

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- 9. PUBLIC QUESTION PERIOD**
- 10. ADDENDUM**
- 11. CLOSED SESSION**
- 12. SCHEDULING OF NEXT MEETING**
- 13. ADJOURNMENT**



**ACCESSIBILITY ADVISORY COMMITTEE
MEETING MINUTES**

Wednesday, November 23, 2016, 1:00 pm
Committee Room

Present: T. VanRoon, Member
W. Bromley, Member
K. Moyer, Member
L. Vance, Member
D. Marchisella, Member ex officio

Resources: L. Sprague, Secretary, City Clerk

Regrets L. Cyr, Chair
J. MacKnight,
J. Meyer

1. ROLL CALL

The meeting was called to order by the Chair at ____.

2. DECLARATION OF CONFLICT OF INTEREST

3. MINUTES OF THE PREVIOUS MEETINGS

3.1 May 25, 2016.

Res. 24/16

Moved By: K. Moyer

Seconded By: D. Marchisella

That the following minutes be accepted:

May 25, 2016.

Carried

4. **PUBLIC PRESENTATIONS**
5. **INTRODUCTION AND CONSIDERATION OF CORPORATE REPORTS**
6. **PRESENTATION OF COMMITTEE REPORTS**
7. **UNFINISHED BUSINESS**
8. **CORRESPONDENCE**

8.1 September 7, 2016. Memo from Councillor Cyr

re: various accessibility concerns

The members agreed to discuss the proposed crosswalk issue, and defer the other items detailed in the Memo to a subsequent meeting when Councillor Cyr could address the issues.

Res. 25/16

Moved By K. Moyer

Seconded By D. Marchisella

That the Accessibility Advisory Committee recommend that the Public Services Committee consider the feasibility of installing a crosswalk directly in front of the Civic Centre and direct staff to investigate the potential cost and feasibility of installing the crosswalk.

Carried.

Res. 26/16

Moved By: K. Moyer

Seconded By: D. Marchisella

That the Accessibility Advisory Committee recommend that the Public Services Committee consider a speed limit reduction from 60 km/hr to 40 km/hr on Hwy 108 between the Hillside Drive South and Manitoba Road intersections.

Carried

8.2 October 7, 2016. Memo from Councillor VanRooy

re: Wheelchair accessibility at Hillside Plaza

Res. 27/16

Moved By: L. Vance

Seconded By: W. Bromley

That the Accessibility Advisory Committee recommend that the Public Services Committee request that a member of the Public Works staff visit the site and investigate whether a curb cut or small ramp could be installed adjacent to the Reggies Too Restaurant to provide the best option to improve wheelchair access at the Elliot Plaza.

Carried

9. PUBLIC QUESTION PERIOD

10. ADDENDUM

11. CLOSED SESSION

12. SCHEDULING OF NEXT MEETING

The next Accessibility Advisory Committee meeting be scheduled for January at the call of the Chair.

13. ADJOURNMENT

Res. 28/16

Moved By: D. Marchisella

Seconded By: L. Vance

That the meeting be adjourned at the hour of 1:35 PM.

Carried

Accessibility Plan

SEPTEMBER 2016 – SEPTEMBER 2019

THE CORPORATION
OF THE
CITY OF ELLIOT LAKE



*Submitted to: Mayor and Members of Council
City of Elliot Lake*

**Submitted by: Accessibility Advisory Committee
Chairperson:
Councillor Luc Cyr**

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EXECUTIVE SUMMARY

The purpose of the Accessibility for Ontarians With Disabilities Act, 2005 (AODA) is to recognize the history of discrimination against persons with disabilities in Ontario, the purpose of this Act is to benefit all Ontarians by,

- (a) developing, implementing and enforcing accessibility standards in order to achieve accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures and premises on or before January 1, 2025; and
- (b) providing for the involvement of persons with disabilities, of the Government of Ontario and of representatives of industries and of various sectors of the economy in the development of the accessibility standards.

This is the Plan for the years 2016-2019 prepared by the Accessibility Advisory Committee of the City of Elliot Lake. The report describes the measures the City has taken in the past, and the measures that the Committee will take during its term to identify, remove and prevent barriers to people with disabilities who use the facilities and services of the City, including staff and members of the community at large.

The Accessibility Advisory Committee will, with the help of the department heads of the Corporation of the City of Elliot Lake, other organizations within the community, and most importantly, the general public directly and through the media, identify and remove barriers to people with disabilities.

AIM

This report describes what measures that the City has taken in the past, and the measures the City of Elliot Lake will take for the years 2016-2019 to identify, remove, and prevent barriers to people with disabilities who utilize the facilities and services of the City, including staff.

OBJECTIVES

This report:

1. Describes the process by which the City of Elliot Lake will identify, remove and prevent barriers to people with disabilities.
2. Reviews earlier efforts to remove and prevent barriers to people with disabilities.
3. List the facilities, policies, programs, practices and services the City will review in the coming year to identify barriers to people with disabilities.
4. Describe the measures the Committee will take in the coming year to identify, remove, and prevent barriers to people with disabilities.
5. Describe how the City will make this accessibility plan available to the public.

DESCRIPTION OF THE CITY OF ELLIOT LAKE

The City of Elliot Lake is located in Northern Ontario on Highway 108 approximately 20 minutes north of the Trans-Canada Highway # 17. The city has a population of approximately 11,348 persons (2011 Federal Census "Stats Can" population report) and home to two secondary schools, French and English, four elementary schools, and one intermediate school (grades six to eight).

The City has a hospital, a nursing home, a long term care facility, as well as private assisted living homes supporting our predominantly senior community. As well there is a well-developed downtown area with various shops lining the streets. Located in the downtown area are the City Hall, Police, Fire, and Ambulance buildings and a Community Health Clinic. There are a number of Senior Citizen clubs/organizations that fill the cultural and social needs of the senior population. Elliot Lake has beautiful scenery and many facilities for both indoor and outdoor activities, fulfilling the needs of both young and old.

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The City of Elliot Lake has an established public transit transportation service which provides daily service on an hourly basis with the exception of Sundays and statutory holidays. The service is delivered through a modern fleet comprised totally of low-floor buses accessible to persons with a physical disability. In addition to the regular transit service, the City of Elliot Lake also offers para-transit service.

AAC COMMITMENT TO ACCESSIBILITY PLANNING

The Accessibility Advisory Committee of the City of Elliot Lake is committed to:

- The continual improvement of access to all municipally-owned facilities, premises and services for all those with disabilities; and,
- The provision of quality services to all members of the community with disabilities.

Together with the various staff of the Corporation of the City of Elliot Lake, the Accessibility Advisory Committee can create a plan that will make these goals a reality for the Elliot Lake community.

The Accessibility Advisory Committee have recommended that the Facility Accessibility Design Standards document developed by the City of London be adopted by the Council of the City of Elliot Lake.

The Accessibility Advisory Committee welcomes input from citizens with regard to concerns and suggestions on how to improve accessibility in our city.

RECENT BARRIER REMOVAL INITIATIVES

The City of Elliot Lake has demonstrated an ongoing commitment to removing barriers that affect movement, such as curb cuts, accessible pedestrian signals at four major intersections, and public transportation. The City has an ongoing commitment to upgrading playground equipment and has installed barrier free playground equipment at a number of parks.

As the province has not provided any funding to support the AODA initiative, in order to ensure appropriate transparency to the financial significance of the program, the City of Elliot Lake has been and will be required to fund the implementation of the standards and subsequently maintain compliance with the standards. The City has an ongoing financial commitment to set aside \$20,000 per year in a reserve for Accessibility. This reserve may assist the City in meeting the AODA requirement to make Ontario accessible by 2025.

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The City has implemented live webcasting of Council and Committee meetings which can be accessed on the City's website. In addition, closed captioning is provided for Council meetings. All the webcasts since the service was implemented in December of 2015, are also archived on the website.

The Committee has become involved in the Site Plan Control process and will continue to review plans and provide input on land development and new construction in the community.

The Committee prepared a prioritized list of barriers to the Public Services Committee; many were addressed through the efforts of Parks Department staff over the summer seasons of 2015-2016.

The City has contracted an Engineering firm to complete a Municipal Building Condition Assessment that will provide valuable information to assist the City with removing barriers to persons with disabilities.

INFORMAL SITE AUDIT OF THE MUNICIPALLY OWNED BUILDINGS

The Committee continues to perform accessibility audit tours of municipal facilities to identify and assess accessibility issues for City Council's consideration.

An update was provided by the Parks department detailing the progress made with respect to identified barriers in the parks facilities and open spaces.

A new elevator will be installed at City Hall in 2017, to replace the aging elevator that was subject to frequent equipment failures.

Efforts are ongoing with respect to addressing issues at other City facilities with the assistance of the City Staff.

The Facilities Audit is included as a schedule to this plan.

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BARRIER IDENTIFICATION METHODOLOGIES

In order to identify barriers in municipally owned facilities, the committee shall ensure that a minimum of two members conduct a tour of municipal facilities on an annual basis in order to identify accessibility issues. These matters will be discussed with the appropriate facility managers and / or department heads to determine how these matters may be addressed.

These matters may be addressed on a priority basis keeping in mind the budget restraints and feasibility.

The Accessibility Advisory Committee participated in the Elliot Lake Trade Show by manning a booth. Information was made available to the public, and a comment sheet was made available to encourage more public input.

BARRIERS IDENTIFIED AND REMOVED FROM THE CITY FACILITIES AUDIT

Corrective Actions Taken

Listed below are items/ barriers that have been addressed and therefore removed from the Facilities audit:

- 1) Ramp improvements at Collins Hall to improve wheelchair access
- 2) Signage posted at the Fire Hall to direct wheelchair users to ramped side door
- 3) Fire Department Home Page updated with instructions for obtaining a Fire Permit for Persons with a disability
- 4) Audible / Visible fire alarms installed at City Hall
- 5) Sign at City Hall Elevator to advise people to request assistance at the front desk
- 6) Low mounted hooks at public coat check area – City Hall Committee Room
- 7) Power operated doors installed at Collins Hall
- 8) Centennial arena – moved trash can in path to wheelchair stall
- 9) Civic Centre reception counter – portion of counter has been lowered
- 10) Art Gallery Guest book lectern is too high – lectern removed
- 11) Civic Centre theatre – patrons may call ahead to have wheelchair seating area cleared – or without prior notice, caretaker and ushers have been trained on making accessible seating area for wheelchairs
- 12) Mail boxes at City Hall relocated to allow free access to Power Door Button
- 13) Kick-down door stops installed on Council Chambers doors

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- 14)Municipal Pool – Power door has been slowed to allow extra time for Disabled persons
- 15)Shortage of DPPS at Municipal pool has been addressed: 3 on left side of entrance and 2 on other side
- 16)Concrete lips at municipal pool washroom doors to hall have been lowered to allow easier wheelchair access
- 17)Municipal Pool - Ramp installed at sauna doors
- 18)Action was taken to ensure walkways are cleared prior to evening meetings or functions taking place at City Hall, such as Council meetings.
- 19)Remove lip at entrance to Rio Den arena
- 20)Handrails installed on both sides of the stairs accessing the second floor at City Hall
- 21)Yellow nosing was added to stairs at City Hall
- 22)Automark Ballot Marking systems to assist persons with a disability at the Voting Place
- 23)Disabled Person Parking Spaces (DPPS) provided at the Municipal Airport
- 24)Pathway constructed to Spruce Beach Changehouse, Door hinges moved to opposite side of door to facilitate access and relay switch installed on the automatic door
- 25)Washrooms Simpson Rd Trailer Park – ledge removed at entrance; hand rails installed, light switch, soap dispenser, sink were lowered; mirror set on angle and toilet raised.
- 26)Accessible Playground structure was installed at Burley Park. In addition, a swing set was added at Nordic Park and accessibility was improved by adding wood chips at both parks
- 27)Play panels for children with special needs installed at Roman Park, Paris Park, Kiwanis Park and Esten Park. An additional play panel set was installed at Westview park together with an access ramp.
- 28)Wheelchair accessible picnic tables were installed at the Miners Memorial Park and additional DPPS signage added.

BARRIERS TO BE ADDRESSED IN THE FUTURE

Continue to work with community groups and Council in order to ensure all new construction of public facilities and services are accessible.

REVIEW AND MONITORING OF THE PROCESS

On an annual basis, the City Administration will be contacted and encouraged to identify any barriers to persons with disabilities on city-owned property.

The Members continue to encourage the public's input.

COMMUNICATION OF THE PLAN

The Plan is adopted at a regular council meeting. Notification to the public concerning availability of the Plan is posted on the City Hall Bulletin Board and on the City website - www.cityofelliottlake.com.

BUILDING AUDIT RESULTS - CITY OF ELLIOT LAKE

FACILITY	ITEM	CORRECTIVE ACTION	COST	2015	2016	2017	2018	2019	REMARKS
CITY HALL	MAIN ENTRANCE DOORS HAVE SLOPE TOWARD STAIRS, CAUSING POTENTIAL SAFETY PROBLEM SHOULD WHEELCHAIR OCCUPANT LOOSE CONTROL	EXTEND FRONT RAILS TO PROVIDE GRAB SURFACE TO HOLD CHAIR BACK, OR, RELOCATE ENTRANCE STAIRS TO RIGHT OF LANDING AND RAIL ACROSS FRONT.	FIRST OPTION NOMINAL, SECOND HIGH	X					POTENTIAL SAFETY PROBLEM
	SIDEWALK FROM PARKING AREA TO FRONT ENTRANCE..ICE COVERED AND 2" ICE LIP AT ENTRANCE CREATES PROBLEM FOR WHEELCHAIRS	MAKE SURE ICE AND SNOW ARE REMOVED TO PAVEMENT	LITTLE	X					POTENTIAL SAFETY PROBLEM AND CREATES DIFFICULTY
	WHEELCHAIR RAMP FEELS TOO STEEP & IS DIFFICULT TO NEGOTIATE UPWARDS & OCCUPANT COULD LOSE CONTROL COMING DOWN	INVESTIGATE SLOPE & IF CAN'T BE CORRECTED, INSTALL GRAB RAILS AT LOWER LEVEL TO ALLOW OCCUPANT TO PULL ON	NOMINAL	X					POTENTIAL SAFETY PROBLEM AND CREATES DIFFICULTY. TO SIMPLY SAY "IT'S BUILT TO CODE" SOLVES NOTHING & HELPS NOBODY.

CITY HALL	INADEQUATE NUMBER OF DISABLED PARKING SPACES IN VISITOR AREA	ADD AT LEAST TWO SPACES, WITH ONE BEING SIDE LOADING VAN WIDTH	NOMINAL	X					ALLOWS MORE DISABLED TO PARTICIPATE
	MAIN ENTRANCE, RAMP & WALKWAY TO PARKING VERY POORLY ILLUMINATED	ADD WALL MOUNT FIXTURES TO ILLUMINATE	NOMINAL	X					PROBLEM FOR VISUALLY IMPAIRED
	SERVICE COUNTER IN BUILDING & LICENCE IS HIGH	PROVIDE LOWERED SECTION FOR WHEELCHAIR USERS	NOMINAL	X					DIFFICULT TO SERVICE PEOPLE IN A CHAIR...EYE CONTACT
	STAIRS ARE GOOD BUT NOSING NOT DEFINED	INSTALL COLOUR CONTRAST STRIP ON NOSING	NOMINAL						AID VISUALLY IMPAIRED Completed- nosing added
	STAIRS HAVE RAILINGS ON ONLY ONE SIDE	INSTALL RAILING ON BOTH SIDES	NOMINAL						SAFETY FOR PHYSICALLY IMPAIRED Completed – hand rail added
	SIGNAGE IS NOT TACTILE	PROVIDE TACTILE DIRECTIONAL SIGNAGE	MODERATE	X					AID VISUALLY IMPAIRED

	PUBLIC WASHROOM DOORS DIFFICULT TO OPEN BY WHEELCHAIR BOUND	INSTALL POWER (WIRELESS) POWER OPERATORS	HIGHER (APPROX \$1K EA. INSTALLED)	X					AIDS IN USAGE BY DISABLED
	PUBLIC WASHROOM LIGHT DIFFICULT TO FIND & OPERATE FROM WHEELCHAIR	INSTALL LONG DURATION MOTION SENSOR SWITCHES	MODERATE	X					AIDS IN USAGE BY DISABLED
	NEED FOR ASSIST BAR FOR PEOPLE WITH OPPOSITE HAND PREFERENCE IN WASHROOM	INSTALL FLIP DOWN WALL MOUNT GRAB BAR NEXT TO TOILET	NOMINAL	X					
	TOILETS ARE STANDARD UNITS	INSTALL RAISED DISABLED TOILET UNITS	MODERATE	X					AIDS IN USAGE BY DISABLED
	INTERIOR WALLS REFLECT SOUND CAUSING ECHO EFFECT	WHEN REFINISHING, INSTALL HIGH TEXTURED WALL COVERING TO ABSORB SOUND	MODERATE	X					AIDS HEARING IMPAIRED
	Staff with windowed offices sit with back to window, makes those who lip read have difficulty seeing	INSTALL SOME TASK LIGHTING TO ALLOW FOR FACES TO BE ILLUMINATED DURING SUCH	LOW	X					AIDS HEARING IMPAIRED

FACILITY	ITEM	CORRECTIVE ACTION	COST	2015	2016	2017	2018	2019	REMARKS
	HEARING IMPAIRED HAVE DIFFICULTY HEARING COUNCIL DELIBERATIONS	CONSIDER INSTALLATION OF FM TRANSMISSION EQUIPMENT	MODERATE						AIDS HEARING IMPAIRED Completed – Closed captioning provided and hearing aids and mikes available in Council Chambers
FIRE HALL	WASHROOMS NOT ACCESSIBLE NOW	IF DISABLED STAFF EVER HIRED, POTENTIAL TO OPEN TWO EXISTING TO MAKE ONE UNISEX ACCESSIBLE WASHROOM.	NONE AT THIS TIME						MAY NEVER BE REQUIRED, BUT IS A POTENTIAL.
COLLINS HALL	ENTRANCE MAT IS RATHER HIGH PILE	INSTALL LOW NAP CARPET	LOW						CURRENT TOO THICK FOR NARROW CHAIR WHEELS
	OFFICE DOOR HANDLE IS KNOB TYPE	REPLACE WITH LEVER TYPE	LOW						
COLLINS HALL	NO WHEELCHAIR ACCESS TO DOWNSTAIRS WASHROOMS & CHANGE ROOMS	INVESTIGATE INSTALLATION OF CHAIR LIFT OR SMALL ELEVATOR	HIGH						IMPOSSIBLE FOR WHEELCHAIRS TO UTILIZE CHANGE FACILITIES

	LIGHT SIGN IDENTIFYING DOWNSTAIRS WASHROOMS OUT. (NO MENTION OF CHANGE ROOMS AT ALL ON SIGN	CHANGE SIGN AND REPAIR LIGHTING	LOW						
	FIRE ALARMS AUDIBLE ONLY	REPLACE BELLS WITH AUDIBLE & VISUAL UNITS	MEDIUM						
	UNKNOWN IF FIRE/EMERGENCY EVACUATION PLAN IDENTIFIES PROCESS TO ASSIST DISABLED	UPDATE IF NECESSARY & TRAIN STAFF	MEDIUM						
COLLINS HALL	ALARM PULL STATIONS MOUNTED TOO HIGH. UNIT AT TOP OF STAIRS NEEDS RELOCATION...TOO CLOSE TO STAIR TOP	REPOSITION PULL STATIONS	LOW						ONE AT STAIR TOP IS DANGEROUS FOR THOSE IN A CHAIR OR ON CRUTCHES OR A WALKER
	ALL FIRE EXITS HAVE APPROX. 6 INCH STEP DOWN TO GRADE	INSTALL SHORT RAMP	MEDIUM						
	STAIR EDGES HAVE NO DEFINING NOSE EDGING FOR VISUALLY IMPAIRED	INSTALL CONTRASTING NOSING	LOW						
	ALL SERVING COUNTERS TOO HIGH FOR SHORT FOLK OR THOSE IN A WHEELCHAIR	LOWER APPROX. 12 INCHES	HIGH						THOSE IN CHAIR TAKING LIQUID ARE LIKELY TO BE SPILLED ON DUE TO REACH NEEDED

FACILITY	ITEM	CORRECTIVE ACTION	COST	2015	2016	2017	2018	2019	REMARKS
COLLINS HALL	DRINKING FOUNTAIN TOO HIGH & TIGHT IN CORNER	RELOCATE & MOUNT LOWER	MEDIUM	X					ALTERNATIVE - ELIMINATE
	DISABLED WASHROOMS FAR TOO SMALL TO HANDLE CHAIR	REMOVE PARTITIONS IN EACH.	NONE	X					SINCE EACH HAS ONLY ONE TOILET, NO NEED FOR PARTITION
	SINK HANDLES ARE KNOB TYPE	REPLACE WITH LEVER TYPE	LOW	X					EASIER FOR THOSE WITH GRIPPING PROBLEM
	WASHROOM DOORS HAVE KNOB HANDLES	REPLACE WITH LEVER TYPE	LOW	X					AS ABOVE
	TOILET SEATS ARE STANDARD HEIGHT	INSTALL RAISED TOILET SEATS	LOW	X					
	NO WHEELCHAIR ACCESS TO STAGE	POSSIBLY SMALL CHAIR LIFT TO BE INSTALLED	HIGH X						
LIBRARY	New Library Facility to open in summer 2016								Audit Tour will be scheduled
MINERS PARK	NO WHEELCHAIR ACCESSIBLE PICNIC TABLES	INSTALL AT LEAST TWO EXTENDED END TABLES	MINIMAL X						ALLOWS WHEELCHAIR BOUND TO ENJOY OUTDOOR MEAL WITH FAMILY

FACILITY	ITEM	CORRECTIVE ACTION	COST	2015	2016	2017	2018	2019	REMARKS
	WHEELCHAIR PARKING SPACES PRESENT, BUT NO SIGNAGE	INSTALL SIGNS AT DISABLED SPACES	MINIMAL	X					CLEARLY IDENTIFIES ACCESSIBLE SPACES Signs to be installed in Spring 2015
	WHEELCHAIRS NEED TO ACCESS BENCHES & TABLES THROUGH SOFT GRASS	PROVIDE HARD SURFACE WALKS FOR AT LEAST 2 BENCHES AND ACCESSIBLE TABLES	MODERATE	X					CHAIR WHEELS SINK IN SOFT GROUND To be reviewed after installation of tables
CENTENNIAL ARENA	NO DISABLED PARKING SPACES	PROVIDE & SIGN, A MINIMUM OF 4 SPACES FOR DISABLED	MINIMAL	X				X	PUBLIC BUILDING REQUIRES DISABLED PARKING There are 2 DPPS – request 2 more signed DPPS and consider signage to direct Disabled persons to utilize Central Ave as a drop-off location
	NO RAMP FROM PARKING TO BUILDING ENTRANCE LEVEL	PROVIDE PROPERLY GRADED WHEELCHAIR RAMP FROM PARKING AREA	MODERATE	X				X	CURRENTLY, NO WHEELCHAIR ACCESS FROM PARKING AREA

CENTENNIAL ARENA	REFRESHMENT COUNTER TOO HIGH FOR WHEELCHAIR BOUND PATRONS (BOTH LOBBY COUNTER & INSIDE ARENA)	PROVIDE 24" TO 36" LOWERED COUNTER	MODERATE	X				X	HAZARD FOR WHEELCHAIR BOUND PATRONS
	DISABLED WASHROOM DOOR IS PULL OUT TYPE AND DIFFICULT TO OPERATE FROM WHEELCHAIR	INSTALL POWER OPERATOR	HIGHER	X					DIFFICULT TO USE NOW and needs automatic door
	WHEELCHAIR STALL TOO SMALL TO TURN A WHEELCHAIR IN	REMOVE ADJACENT STALL TO MAKE ROOM	NONE	X				X	MAY MEET CODE OF DAY, BUT STILL TOO SMALL
	ARENA DRINKING FOUNTAIN TOO HIGH FOR WHEELCHAIR ACCESS	LOWER FOUNTAIN	MODERATE	X				X	Suggest running a line to a lowered porcelain standard drinking fountain
CENTENNIAL ARENA	CHANGE ROOM SHOWER HAS CURB, PREVENTING ACCESS FOR CHAIR. DOOR ALSO FAR TOO NARROW	WIDEN DOOR AND PROVIDED MOUNDED RAMP CURB	MODERATE					X- 2019	WILL NOT ALLOW CHAIR TO ENTER NOW, OR EVEN USER WITH CRUTCHES

FACILITY	ITEM	CORRECTIVE ACTION	COST	2015	2016	2017	2018	2019	REMARKS
	CHANGE ROOM WASHROOMS ARE FAR TOO SMALL WITH NARROW DOORS	NEED TO HAVE WIDER DOORS AND ENLARGED (SEE COMMENTS)	HIGH					X- 2019	BUILDING MAY NOT BE CONDUCTIVE TO SUCH RENOVATION. WIDEN DOORS BY 2019
CIVIC CENTRE	ALL EMERGENCY EXITS LEAD TO STEP DOWN	RAMP EXITS FOR EMERGENCY EXIT OF WHEELCHAIRS	MODERATE					X	POTENTIAL LIABILITY ISSUE AND UNSAFE
	FRONT DOOR POWER OPERATOR BUTTON MOUNTED ON FRAME & IS ALSO, DIFFICULT TO SEE. (BOTH OUTER AND INNER DOORS)	LOCATE HIGH VISIBILITY BUTTON AT LEAST 3 FEET FROM DOOR	LOW					X	DIFFICULT TO FIND AND TO OPERATE FROM WHEELCHAIR. Both doors should be open (one is currently locked)
	OUTER FRONT ENTRANCE DOORS ARE DOUBLE, BUT ALWAYS, ONLY ONE IS UNLATCHED	UNLATCH BOTH DOORS ON OPENING	NONE					X	MAKES ENTRY DIFFICULT. Should be an easy fix.
	MEETING ROOM HAS KNOB AND OUT-SWING DOOR	INSTALL POWER OPERATOR	MODERATE					X	DIFFICULT FOR CHAIR BOUND TO ENTER
	FIRE ALARM ONLY AUDIBLE	INSTALL DEVICES THAT ARE VISUAL & AUDIBLE	HIGHER					X	NEED VISUAL FOR HEARING IMPAIRED

	ALARM PULL STATIONS MOUNTED FAR TOO HIGH	LOWER ALL	MODERATE	X					CANNOT BE REACHED FROM WHEELCHAIR
	BAR COUNTER SERVING THEATRE IS TOO HIGH FOR WHEELCHAIR USE	LOWER 24" TO 36" SECTION	MODERATE					X	SAFETY & USAGE FACTOR
	WHEELCHAIR WASHROOM DIFFICULT FOR USER TO ENTER	INSTALL POWER OPERATOR	HIGHER					X	
CIVIC CENTRE	ONLY WALL MOUNTED ASSIST BAR @ TOILET	INSTALL FOLD OUT ASSIST BARS	MODERATE					X	ACCOMMODATES LEFT & RIGHT HANDED PERSONS
	NO RAISED TOILET SEAT	INSTALL RAISED SEAT	LOW					X	BETTER WHEELCHAIR ACCESS
	TOILET TISSUE DISPENSER IN WAY OF WALL MOUNTED ASSIST BARS	RE-LOCATE	LOW					X	
(MUSEUM SECTION)	ENTRANCE DOORS NOT POWERED OR PROPPED OPEN (LIKE GALLERY)	EITHER INSTALL POWER OPERATOR OR KICK DOWN HOLDERS	POWERED HIGHER COST, HOLDERS LITTLE					X	

FACILITY	ITEM	CORRECTIVE ACTION	COST	2015	2016	2017	2018	2019	REMARKS
	EMERGENCY EXIT FROM LOWER LEVEL TO SIDE DRIVE IS ONLY WAY FOR WHEELCHAIRS TO EXIT, WITHOUT HAVING TO CARRY UP STAIR	TRAIN STAFF IN EVACUATION PLAN. REMOVE CONCRETE WALL OUTSIDE DOOR AND INSTALL RAMP FOR SAFE EXIT	HIGHER	X					SAFETY & LIABILITY ISSUE Staff are trained regularly
(CRAFT ROOM SECTIONS)	POTTERY ROOM WASHROOM BARELY VISIBLE. PATH BLOCKED BY TABLE and CUPBOARDS	REQUEST OCCUPANTS OPEN UP PATH	LOW					X	CANNOT BE ACCESSED BY WHEELCHAIR
Craft Room Sections of Civic Centre	WASHROOM DOOR HAS KNOB HANDLE	INSTALL LEVER TYPE	LOW					X	
	ENTRANCE DOOR TO POTTERY ROOM IS KNOB TYPE	INSTALL LEVER TYPE	LOW					X	
	POTTERY ROOM WASHROOM FULL OF STORAGE ITEMS	RE-LOCATE ITEMS	NONE					X	

FACILITY		ITEM	CORRECTIVE ACTION	COST	2015	2016	2017	2018	2019	REMARKS
		POTTERY ROOM WASHROOM SINK HAS SMALL TURN HANDLES	REPLACE WITH LEVER TYPE	LOW					X	
		WEAVING ROOM WASHROOM HAS NO SIGNS AT ALL	INSTALL ACCESSIBLE SIGN	LOW					X	
		WEAVING ROOM WASHROOM HAS STORAGE SHELF NEXT TO TOILET	REMOVE & INSTALL RAISED SEAT & ASSIST BARS	LOW					X	
Craft Room Sections of Civic Centre		WEAVING ROOM WASHROOM HAS KNOB TYPE HANDLE	INSTALL LEVER TYPE	LOW	X					
SWIMMING POOL	PARKING LOT REPORTED AS DARK AT NIGHT	IMPROVE LIGHTING	MEDIUM	X						
	EXISTING SIGN FOR THE FEW DISABLED SPACES IS CONFUSING	NEEDS ARROWS TO DESIGNATE ALL SPACES IN THAT SHORT ROW	LOW						X	

FACILITY	ITEM	CORRECTIVE ACTION	COST	2015	2016	2017	2018	2019	REMARKS
	DOORS TO BOTH WASHROOMS ARE QUITE HEAVY	INSTALL POWER OPENER	HIGH					X	
	STALL IN MALE WASHROOM TOO NARROW	WIDEN BY MOVING PARTITION	MEDIUM					X	
	STALL IN FEMALE WASHROOM NEEDS RAILS ON BOTH SIDES	INSTALL SIMILAR TO MALE WASHRM.	LOW					X	
MUNICIPAL POOL	DOORS TO CHANGE ROOMS HEAVY	INSTALL POWER OPERATOR	HIGH	X					
	ENTRANCE TO POOL FROM CHANGE ROOMS AND "EMERGENCY" DOOR VERY HEAVY	INSTALL POWER OPERATORS ON ALL	HIGH	X					

	SIGNS ARE BLUE ON WHITE - HARD TO READ FOR VISUAL IMPAIRED	REPLACE WITH BLACK ON WHITE	MEDIUM	X					
	NO LOCKERS ARE EQUIPPED FOR BLIND PERSON	INSTALL BRAIL NUMBERS ON POSSIBLE 5 LOCKERS	LOW					X	
MUNICIPAL POOL	STAFF CHANGE ROOM CURRENTLY USED FOR FAMILY CHANGE ROOM, BUT TOO SMALL FOR A WHEELCHAIR	PLAN FOR STAND ALONE FAMILY CHANGE ROOM	HIGH					X	
	EMERGENCY LIGHT AT POOL NOT WORKING	REPAIR	LOW					X	
	LIGHTING IN POOL AREA SOMEWHAT DIM FOR SIGHT IMPAIRED	INSTALL ADDITIONAL FIXTURES	MEDIUM	X					

FACILITY	ITEM	CORRECTIVE ACTION	COST	2015	2016	2017	2018	2019	REMARKS
	EDGE OF POOL NOT WELL DEFINED FOR VISUALLY IMPAIRED	INSTALL DARK BORDER AROUND POOL EDGE	HIGH	X					
GLENDON PARK	EQUIPMENT NOT ACCESSIBLE FOR WHEELCHAIRS	PROVIDE HARD SURFACE PATHS	HIGH	X					Equipment not designed as wheelchair accessible
	INSTRUCTIONS ON APPARATUS TOO SMALL FOR SIGHT IMPAIRED TO READ	PROVIDE LARGER SIGNS	MEDIUM	X					Upgrade cost for proper signage estimated at \$2,000
Glendon Park	THERE IS NO PARKING AREA FOR PARK AND NONE ON STREET	PROVIDE PARKING IN VALLEY OPPOSITE GARDEN, INCLUDE DISABLED SPACES (3)	HIGH	X					PARK IS NOT ACCESSIBLE WHATSOEVER DUE TO NO PARKING; AND NO PATHWAYS
Municipal Airport	No Disabled Person Parking Spaces (DPPS)	Provide 2 DPPS	Paint	X					Completed
	No Automatic Doors		High						There is a doorbell, but not very noticeable
	Mens Washroom Handicap Stall (opens inwards)	Door should open outwards	Low	X					Under review
	Ticket Counter is too high for Wheelchair access	Portion of Counter should be lowered	Medium	X					Services at the site are available to accommodate

FACILITY	ITEM	CORRECTIVE ACTION	COST	2015	2016	2017	2018	2019	REMARKS
Stoneridge Golf Course	No designated DPPS	Move Male and Female Club Champion parking spaces and changeover to DPPS	Low	X					
	No automatic doors	Wheelchair access is not addressed	High	X					
Spruce Beach	DPPS not marked	DPPS should be located near the changehouse		X					Under review
	No wheelchair access to park and beach areas	Switchback style walkway at end of parking lot for access to the shady picnic area including DPPS at the walkway start point (lower curb)		X					Under review – high slope
	Wheelchair access to playground equipment	Rubber mats to allow access		X					Mats would have to be stored each night to prevent theft
	Changehouse	1)Pathway from parking lot around the gatepost and from existing path to changehouse and 2) hinge doors on other side and 3) relay switch on auto door							Complete
Spine Beach	Sign at entrance to parking lot	Lettering is too small							Complete
DPPS not marked	DPPS should be located near the changehouse			X					DPPS not marked

FACILITY	ITEM	CORRECTIVE ACTION	COST	2015	2016	2017	2018	2019	REMARKS
Spine Beach	Chains block wheelchair access	Provide opening from parking lot for a path to bridge and over to changehouse		X					Under review. The gate / path is open to permit access.
	Change-house washrooms	1)W.R. doors were locked and 2)signage too small and 3)doors may be too narrow and 4)a gravel lip at the entrance area		X					Some capital \$ are available and have been allocated to pouring a pad at change room to aid access
	Picnic area	Install 1 or 2 picnic tables in level shady area behind change-house		X					Scheduled for 2015
	Wheelchair access to playground equipment	Rubber mats to allow access		X					Mats would have to be stored each night to prevent theft. This is under review.
Simpson Road Trailer Park	Washrooms	Cement pad at entrance has a ledge that should be eliminated. WR Doors are too heavy and require lever handles. Hand rails required; light switch, soap dispenser and sink are too high; mirror should be angled. Toilette is too low.		X					All items addressed with exception of door handles. Remaining work scheduled for 2015
Westview Park	Washrooms	Install handles above Toilette and above TP dispenser; WR door handle / bolt too high; needs inside handle; light switch too high; sink needs lever handles; towel / soap dispenser should be lowered; Outside door should be a lever handle. M WR does not have an accessible stall							Hand rails not installed Towel and soap dispenser is lowered

FACILITY	ITEM	CORRECTIVE ACTION	COST	2015	2016	2017	2018	2019	REMARKS
Elliot Lake Boat Launch	Shoreline dock	Construct bumper to prevent wheelchair from rolling over the edge	\$500	X					Shoreline decking currently has access ramps to accommodate wheelchairs Boardwalk under review in 2015 budget
Rio Den Arena	Childrens' summer program area	Handicap washrooms are too small; Taps and door handles should be lever-type; only one grab bar in WRs; towel holder too high; toilets are too low. Fire alarm should also have strobe light. Lip at entrance threshold should be less than ¼ inch		X					The handicap WR stall could be made larger by moving the partitions
White Mountain Building	Patio stones in public areas	Seams are uneven, require lifting and releveling patio stones							
	Washrooms	Only 1 sink with lever tap; counter and sinks may be too high; toilette seat cover interferes with use of bar handle behind toilette							Suggest lowering one sink and removing toilette seat cover
White Mountain Building	alarms	System is audible only							Suggest installation of audible/visible alarms (includes strobe lite)
	No TTY service								
	Only one barrier-free exit								
	Library research terminals	- For standing clients only -							Suggest one wheelchair accessible research terminal

FACILITY	ITEM	CORRECTIVE ACTION	COST	2015	2016	2017	2018	2019	REMARKS
	Library washroom	Washroom door is too heavy; no levers; sink too high							
	Stairs	Should have nosing							
	Inquiry room	Electrical boxes on floor create trip hazard; no automatic doors							
	2 nd floor automatic door	Non-operational							Suggest new battery be installed

CITY FACILITIES
BARRIERS REMOVED AND PRIORITIZED LIST OF BARRIERS TO BE ADDRESSED

Priority A means: the barrier can be removed at a relatively low cost; or the removal of the barrier is urgent.

Priority B means: the barrier should be removed by the end of 2017

Priority C means: the barrier should be removed by the end of 2019

Facility	Barrier	Corrective action required	Priority	Complete/ pending
City Hall	Front entrance - exterior landing	Cement entrance platform is sloped, creating a hazard for wheelchairs to roll down over the stairs. The entrance should be leveled. Probably requires an Engineer to review	A	
	Exterior handrails are slippery	Handrails should be treated to allow a better grip.	A	
	Public washrooms	Assist bar required in both mens and ladies washrooms	A	
	Washroom doors	Doors are too heavy for small people and for wheelchair access – suggest automating the doors	A	
		There should be hard surface walks to the wheelchair accessible table/tables	A	
	DPPS	There should be signs as well as pavement markings	A	
Centennial Arena	DPPS	There should be at least 2 more DPPS at the arena	A	
	Wheelchair access ramp	There is no wheelchair access ramp to the building entrance. Probably requires an Engineer to review	B	2017- engineering input required
Civic Centre	Emergency exits	There is a step down at all emergency exits – ramps at exits is required for wheelchairs	A	
	Automatic Front door button	This is a small brass button that is hard to find. Suggest a sign to indicate the auto door button	A	
	Washrooms	Assist bar should be installed		Pending 2017
	Front doors	Only one door is operable.	A	
	Main floor meeting room	Impossible for person in a wheelchair. Needs a lever handle	A	
	Fire alarm system	Should be visible as well as audible. Intermittent strobe flasher is required.	A	

Facility	Barrier	Corrective action required	Priority	Complete/ pending
	Washrooms	Assist bar should be installed; or taller toilettes	B	
Museum	Museum entrance	Power door operator or kickdown holders – Fire code reference	B	Pending 2017
	Evacuation	No evacuation for wheelchairs in lower level of civic centre.	B	2017- engineering input required
Pottery room	washroom	Door has knob handle – washroom is full of storage items	A	
Weaving room	Washroom	No signs for the washroom	A	
Municipal Pool	Parking lot	Too dark at night		
	Female washrooms	Rails required on both sides of female WR	A	
	Changeroom doors	Too heavy	B	Pending 2017
	Emergency exit door	Too heavy	B	Pending 2017
	Wheelchair access to pool deck	Signage for wheelchair access through viewing area	A	2017- engineering input required
	Signage	Signs are all blue on white- this is hard to read and should be white on dark background – black	B	Pending 2017
	Lockers	Braille or tactile number on lockers	B	Pending 2017
	Pool edge	Should have a dark border	B	Pending 2017
Municipal Airport	No auto entrance doors		B	Pending 2017
	Mens WR	Washroom doors should open outwards	B	Pending 2017
	Ticket counter	Too high for wheelchair – portion of counter should be lowered	B	Pending 2017
PARKS				
Roman Park	No structures for children with special needs	Install play panels Treated wood chips installed for wheelchair access		Completed in 2015
Paris Park	No structures for children with special needs	Install play panels Chains removed for wheelchair access		Completed in 2015

Facility	Barrier	Corrective action required	Priority	Complete/ pending
Kiwanis Park	No structures for children with special needs	Install play panels		Completed in 2015
Esten Park	No structures for children with special needs	Install play panels		Completed in 2015
Westivew Park	Only 1 structure to be used at a time	Added additional set of play panels Access ramp installed to the area		Completed in 2015-16
	Washrooms	Ordered grab bars		Parts are on order
		Door handle bolt is too high Needs inside handle Light switch is too high Sink need lever handles Outer door should be a lever handle no accessible stall in mens WR	A	
		Towel & soap dispenser lowered		complete
Miners Memorial park	Picnic tables not wheelchair friendly	At least two picnic tables should be barrier free for wheelchairs	A	Completed 2016
	sidewalks	There should be hard surface walks to the wheelchair accessible table/tables	A	Completed 2016
	DPPS	There should be signs as well as pavement markings	A	4 DPPS completed 2016
Spruce Beach	DPPS	DPPS not marked	A	Completed 2016
	Wheelchair access	No wheelchair access to the beach or the playground structures		
	Washroom	Washroom signage is on order		Signs on order
Spine beach	DPPS	Should be located at the changehouse	A	
	Changehouse WR	WR doors too narrow and signage too small Gravel lip at entrance	A	
	Picnic area	Install 1 or 2 wheelchair accessible tables in the shady area behind the changehouse	A	
	Playground area	Rubber mats to allow access	B	
	Washroom	Washroom signage is on order		Signs on order

Facility	Barrier	Corrective action required	Priority	Complete/ pending
Glendon Park	Outdoor fitness equipment	Requires maintenance – grease fittings	B	
	Parking issue	Too far from parking area	B	
	Instruction signs	Instructions on use are too small to read	B	
	Generally inaccessible	Suggest relocation of the fitness equipment to a more accessible park	B	
Simpson Road Trailer Park	Washrooms	WR Doors require lever handles;	A	Completed 2016
		Ledge at entrance, hand rails, all fixtures lowered		Completed 2016
		Asphalt walkway prep-work Completed; waiting for asphalt application		Pending 2017
		Grab bars on order		Pending 2017
Elliot Lake public boat launch	Shoreline dock	Construct bumper to prevent wheelchair from rolling over the edge	A	
Rio Den Arena	Children`s summer program area	Handicap WRs are too small Taps and door handles should be lever Only one grab bar in WRs Towel holder too high Toilets are too low Fire alarm should have strobe light Lip at entrance threshold should be less than ¼ inch	A	
Stoneridge Golf Course	DPPS	DPPS are not at the walkway: the pro spots are located where the DPPS should be	A	
	Main entrance	Doors are not automatic	B	
	Fire alarms	There are only smoke alarms – no fire alarms	A	



The Corporation of the City of Elliot Lake

Staff Report OPS2017-06

Report of the **Director of Infrastructure Services**
for the Consideration of Council

RE: BUILDING CONDITION ASSESSMENT OUTCOME

OBJECTIVE

To provide Mayor and Council with information regarding the outcome of the Building Condition Assessment performed by Capital Management Engineering Limited and to present the proposed 2017 Facilities Capital Budget.

RECOMMENDATION

THAT Staff Report OPS2017-06 dated March 21, 2017 of the Director of Infrastructure Services be received;

AND THAT the Facilities Capital Budget in the amount of \$462,031.⁰⁰ be authorized for the 2017 operating year;

AND THAT capital works project AIR-1301 for the Airport AWOS system in the amount of \$106,634.⁷⁵ be reallocated to be used for general Airport upgrades and optimization.

Respectfully Submitted

Approved

Sean McGhee
Director of Infrastructure Services

Jeff Renaud
Chief Administrative Officer

March 21, 2017

BACKGROUND

Capital Management Engineering Limited (CMEL) was commissioned in the fall of 2016 to complete a detailed building condition assessment of a number of key municipal facilities. The intent of the process was to review each of the identified facilities in order to identify any immediate health and safety risks, and to develop a sound understanding of the overall condition of each facility. In addition, the review was developed to ensure that due consideration to the needs of the facilities with regard to accessibility was included.

Representatives from CMEL attended each of the identified sites to review the facilities, collect data, and interview personnel directly associated with the operation of each site. Each building was assessed under the following headings:

- Site Work;
- Interior and Exterior Architecture;
- Roofing;
- Structure;
- Mechanical Systems which included HVAC, Plumbing, and Vertical Conveyance;
- Electrical;
- Life Safety and Fire Protection;
- Specialty Systems;
- and, Accessibility;

Prioritization of every identified task was achieved by considering Life Safety, Cost of Operation, Impact to Business Operations, Utility, and Consistency with the Municipalities Vision for each facility. Data drawn from the review was critical in the development of a realistic long term maintenance plan which provides critical operational and financial data to be utilized within the Asset Management Plan.

ANALYSIS

A detailed report was generated for each of the facilities. The report identifies the current Facility Condition Index and includes excel based tools to test the impact of various funding scenarios on each facility. Identified facility needs were sorted based on year and priority to develop an action plan for facility maintenance. This data was in turn used to populate the Municipal Asset Management Plan (AMP).

The following methodologies were adopted in the development of the Action Plan and population of the AMP:

- Identified projects which were flagged based solely on anticipated life cycle were critically reviewed and shifted within the schedule if the asset was known to be in sound operational condition. For example, if a roofing structure known to be fully functional was identified for replacement based on its age, the item was moved forward to a later date for consideration;
- Major projects associated with Recreational Facilities including the Pool, Arena, and Rio Den were removed from the list. Only work associated with essential maintenance or health and safety remained for these sites until such time as a formal plan for these facilities is developed;
- No work was scheduled for the Navy League building pending the outcome of a report to Public Services Committee and direction from Council.

The overall assessment did not identify any serious or immediate health and safety concerns or impending risk to the municipality with the exception of issues surrounding the Navy League building. These issues will be brought forward separately for review and direction.

During the 2017 Budget process, an allocation of \$362,700.⁰⁰ was transferred to reserve for projects to be identified through the BCA process. The data has since been reviewed and compiled with the following list of facilities related projects which are being proposed for 2017.

Component	Detail	Estimated Cost
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City Hall

Concrete Steps	Replace to comply with accessibility	\$ 30,000
Accessible Parking Spot	Cost to add Accessible Signage	\$ 500
Council Chambers - Accessibility Requirements	Allow ance for door openers, wheelchair spaces and adaptable seating	\$ 8,000
Accessible Washroom	Allow ance for under sink insulation	\$ 200
Accessible Washroom Alerting Device	Allow ance for install of Alerting device and controls	\$ 3,100
Fire Alarm Panel	Replace at end of useful life	\$ 5,000

Total \$ 46,800

FIRE DEPARTMENT

Accessible Parking Spot	Cost to allow for Accessible Parking Sign	\$ 500
Accessible Door Opener	Allow ance to install Accessible Door Opener	\$ 1,000
Accessible Washroom	Allow ance for construction of an accessible washroom	\$ 30,000
Fire Extinguishers	Allow ance for install of fire Extinguishers	\$ 625

Total \$ 32,125

OPP

Accessible Parking Spot	Cost to add Accessible Signage	\$ 500
Mechanical Investigation	Investigate temperature control issue	\$ 2,500
Accessible Washroom Alerting Device	Allow ance for install of Alerting Device controls	\$ 1,550

Total \$ 4,550

Collins Hall

Accessible Parking Spot	Cost to add Accessible Signage	\$ 500
Planter Box	Replace at end of useful life	\$ 5,000
Modified Bitumen Roof	Replace at end of useful life	\$ 25,000
Washroom Vanity Basement	Replace at end of useful life	\$ 1,500
Washroom Partitions Basement	Replace at end of useful life	\$ 1,725
Heat Radiation System	Repairs during the term of the evaluation	\$ 5,000

Total \$ 38,725

Component	Detail	Estimated Cost
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Civic Center

Accessible Sink Insulation	Allow ance to install under sink drain pipe insulation	\$ 300
Basement Accessible Faucet	Allow ance for paddle style faucet	\$ 250
BFS - Repair	Repair at main entrance	\$ 2,500
MP Exterior Entrance Door	Allow ance for automatic door opener	\$ 2,000
Roof Hatch - Fall Restraint	Install Fall Restraint Railing	\$ 1,500
East Exit Stairs - Repair	Repair cracked exit stairs	\$ 5,000
Basement Foundation - Repair	Repair water ingress into basement	\$ 250,000
Basement Foundation - Assessment	Allow ance to conduct detailed assessment on basement foundation	\$ 2,500
Art Spaces - VCT	Replace at end of useful life	\$ 15,000
Art Spaces - Carpet	Replace at end of useful life	\$ 1,206
Art Spaces - Accessible Door Opener	Allow ance for door openers for washroom accessibility	\$ 2,000
Theatre - Accessible Door Opener and Seating	Allow ance for door openers for theatre accessibility and wheelchair viewing	\$ 15,000
Accessible Sink Insulation	Allow ance to install under sink drain pipe insulation	\$ 300
Basement Accessible Faucet	Allow ance for paddle style faucet	\$ 250
Accessible Washroom Alerting Device	Allow ance for install of Alerting device and button	\$ 4,650
Fire Alarm Panel - Inspection	Allow ance for panel inspection	\$ 1,000
Fire Alarm - Visual Alerting Devices	Allow ance for visual alerting devices	\$ 10,000

Total \$ 313,456

PWD

Windows	Replace at end of useful life	\$ 1,815
Block Foundation	Repair block foundation wall	\$ 20,000
Spline Tile	Replace at end of useful life	\$ 2,060
Condensing Unit	Replace at end of useful life	\$ 2,500

Total \$ 26,375

The total estimated value of this proposed project list is \$462,031.⁰⁰ to complete. As noted, this does not include any capital work on recreation facilities due to ongoing investigation into the viability of a new Multi-Use Facility or Community Hub. A reallocation of project AIR-1301 AWOS System will provide sufficient funds to complete airport specific projects. Projects which have been currently identified are as follows:

Airport

Brick - Repair	Repair and Repointing Allow ance	\$ 17,188
Automatic Opener	Allow ance for automatic opener on front door	\$ 1,000
Carpet	Replace at end of useful life	\$ 5,650
Accessible Washroom	Allow ance for accessible washroom	\$ 8,000
Accessible Washroom Alerting Device	Allow ance for install of Alerting device and button	\$ 1,550
Emergency Exit Lighting	Replace at end of useful life	\$ 3,500
Airport Operations Manual Development	Replace at end of useful life	\$ 16,000
Visual Alerting Devices	Allow ance for Installation	\$ 5,000

Total \$ 57,888

The one year budget and nine year forecast which comprises the proposed Capital Works Plan for all facilities is appended to this report.

FINANCIAL IMPACT

The BCA report provided necessary data for short and long term capital budgeting as well as the development of in-year facilities project lists. Capital works for current, Five Year, and Ten Year periods were summarized as follows:

2017 Capital (excluding airport)	\$ 462,031. ⁰⁰	5 Year Total Capital	\$ 2,812,121. ⁰⁰	10 Year Total Capital	\$ 4,624,941. ⁰⁰
		5 Year Avg Expenditure	\$ 468,687. ⁰⁰	10 Year Avg Expenditure	\$ 462,494. ⁰⁰

There was \$362,700.00 transferred to the Facility Reserves in 2017. Although this will not cover all of the proposed work, the remaining \$99,331.00 can be drawn from the existing reserve balance of \$890,000.⁰⁰. Upgrades and maintenance to the airport will be covered by the available AWOS reserve funds once reallocated.

LINKS TO STRATEGIC PLAN

This project aligns with the Strategic Plan to “Continue Investment into Infrastructure” as detailed facility assessments provide a sound platform for the development of a sustainable facility maintenance plan. This report serves to assist in “educating the public on infrastructure operations, repair and replacement”.

SUMMARY

The Building Condition Assessment provided valuable information used in the population of the municipal Asset Management Plan. By engaging the services of Capital Management Engineering Limited to complete an audit of key municipal facilities, a sound short, medium, and long term plan for the maintenance of these facilities has been developed.

By approving the recommendations presented in this report, the recommended capital projects can be initiated. This assists in maximizing the useful service life of our municipal facilities.

Public Services Committee

January 17, 2017



Mayor and Members of Council
City of Elliot Lake
45 Hillside Drive North
Elliot Lake, ON P5A 1X5

Attention: L. Sprague, Director of Clerks & Planning Services

Your Worship and Members of Council:

RE: ACCESSIBILITY ADVISORY COMMITTEE UPDATE

At the regular meeting of the Public Services Committee held Monday, January 16, 2017, the following resolution was passed:

RESOLUTION No. 02/17

That Staff Report OPS2016-29 dated November 14, 2016 of the Director of Infrastructure Services be received;

And That Report OPS2016-29 be forwarded to the Accessibility Advisory Committee for review.

The foregoing is respectfully submitted for your information and appropriate action.

Yours truly,

Sean McGhee
Recording Secretary



The Corporation of the City of Elliot Lake

Staff Report OPS2016-29

Report of the **Director of Infrastructure Services**
for the Consideration of the Public Services Committee

**RE: ACCESSIBILITY ADVISORY COMMITTEE RECOMMENDATION
STATUS UPDATE**

OBJECTIVE

To provide the Public Service Committee with information regarding current status on recommendations made by the Accessibility Advisory Committee.

RECOMMENDATION

THAT Staff Report OPS2016-29 dated November 14, 2016 of the Director of Infrastructure Services be received;

AND THAT Report OPS2016-29 be forwarded to the Accessibility Advisory Committee for review.

Respectfully Submitted

A handwritten signature in black ink, consisting of a large, stylized 'S' and 'M' followed by a horizontal line.

Sean McGhee
Director of Infrastructure Services

A handwritten signature in black ink, consisting of a large, stylized 'J' and 'R' followed by a horizontal line.

Jeff Renaud
Chief Administrative Officer

November 14, 2016

BACKGROUND

The Accessibility Advisory Committee submitted a report to the Public Services Committee on May 25th, 2016 which included a listing of prioritized accessibility related items at sites throughout the Municipality. The report included recommendations that items with a higher priority rating be addressed throughout the summer Parks Department work term and that an update be provided to the AAC through the Public Services Committee.

ANALYSIS

The prioritized list included items associated with park facilities and open spaces in addition to facilities related barriers. The following table provides update on progress made to date that is directly associated with park and open space related municipal locations:

Facility	Barrier	Corrective Action	Completed/Pending
Roman Park	No structures for children with special needs.	Install play panels - Treated wood chips in play areas for wheelchair capacity	2015 Completed
Paris Park	No structures for children with special needs.	Install play panels Chain s removed for wheelchair access	2015 Completed
Kiwanis Park	No structures for children with special needs.	Install play panels	2015 Completed
Esten Park	No structures for children with special needs.	Install play panels	2015 Completed
Westview Park	Only one structure to be used at a time	Added additional set of play panels. Built ramp to access this area.	2015-2016 Completed
	Washrooms	Ordered grab bars	Waiting for arrival to install....Pending
	Washrooms	Installed lever handles	2016 Completed
Miners Memorial Park	No wheelchair friendly picnic tables	Constructed two wheelchair friendly tables - Tables placed near hard surface for wheelchair access	2016 Completed
	Disabled Persons Parking Spaces	Four DPPS spaces designated	2016 Completed
Spruce Beach	Disabled Persons Parking Spaces	One DPPS space designated	2016 Completed
	Signage	Ordered signage for washroom	Waiting for arrival to install....Pending
Spine Beach	Signage	Ordered signage for washroom	Waiting for arrival to install....Pending
Simpson Trailer Park	Washrooms	Installed lever handles	2016 Completed
	No wheelchair access to washrooms	Prep work done to accommodate an asphalt walkway	Waiting for asphalt application.... Pending
	Washrooms need Grab bars	Ordered grab bars	Waiting for arrival to install....Pending

The following items were identified as due by the end of 2017 and are currently under review. Some of these items may be additionally identified under the Building Condition Assessment project:

Centennial Arena	Access ramp	There is no wheelchair access ramp to the building entrance. Engineering input required.
Civic Center	Washrooms	Assist bar should be installed.
Museum	Doors into museum	Power door operator or kickdown holders, depending on Fire Code. Suggest magnetized door holder – magnets release when alarm goes off.
	Evacuation	There is no evacuation for wheelchairs from the lower level. Stairs are a barrier and there is a slope. Requires Engineering input.
Municipal Pool	Change room doors	The doors are too heavy.
	Emergency exit door	The doors are too heavy.
	Signage	Signs are all blue on white- this is hard to read and should be white on dark background – black
	Lockers	Braille or tactile number on lockers
	Pool edge	Should have a dark border
Municipal Airport	No entrance door actuators.	
	Men's washroom	Washroom doors should open outwards
	Ticket counter	Too high for wheelchair – portion of counter should be lowered

The remaining items identified in the original Accessibility Advisory Committee are largely relating to facilities and are scheduled for overall review upon receipt of the Building Condition Assessments which are pending.

FINANCIAL IMPACT

Full financial implications will be determined following the review of the Building Condition Assessment.

LINKS TO STRATEGIC PLAN

These projects are directly associated with Strategic Plan Health and Community Wellness initiative and link to the development of an Accessibility Action Plan.

SUMMARY

A number of identified items have been addressed. Once the Municipal Building Condition Assessments have been received and reviewed, a detailed action plan to address remaining accessibility barriers can be developed.

Lesley Sprague

From: Keith M <cdroasis@hotmail.com>
Sent: December-07-16 6:11 PM
To: Lesley Sprague; Luc Cyr
Subject: AAC AGENDA ITEM

Lesley & Luc:

The other night, I was awaiting others to arrive at the City Hall parking lot. I had never really paid attention, but I noted an old gentleman with a shopping bag coming up across the lot to short cut along in front of City Hall. This I have noted is common and, causes no harm anyway. As he got to the walkway curb, he tripped and fell. I got out and helped him up, asking his condition. He was fine, but said he had not seen the lower curbing in the dark. He had thick eye glasses on. I took notice that, it was quite dark along walkway of parking lot, and up the path to the entrance. As I said, I had never paid attention before, but, thinking of someone with impaired vision in low light, I can understand the difficulties this person may have experienced.

Because of this, I would like to discuss at our next AAC meeting, the possibility of asking staff to investigate a cost and feasibility of installing some high efficiency LED lighting to, at least, illuminate the walk way along parking lot and up path to entrance. Perhaps, it could be considered to add more illumination to the parking lot itself, to provide more security illumination also.

The ground mounted fixture near entrance to "up-wash" the building has not worked in some time, and, does nothing to light the walkway or parking area, plus, it is of an older, inefficient type.

Could this item be placed on the agenda for our next meeting, please.

Keith

Lesley Sprague

From: Dan Marchisella
Sent: March-15-17 11:13 AM
To: Lesley Sprague; Luc Cyr
Subject: AAC

Good Morning Lesley,

Accessibility Advisory Committee has not met since November 23, 2016, can we set one up for before the end of March? Might we discuss the benefit of working with other committees such as Seniors Advisory and Age Friendly about Accessibility issues in Elliot Lake, potential for joint meetings. Also an update for the annual Accessibility Plan, which every municipality must file with the province. I know that Public Services had an update on the work that has been done within our community and our facility audit. Can this update be provided to the AAC for review also, and if there are any other issues to bring up.

Thanks,

Dan Marchisella

Mayor
 City of Elliot Lake
 45 Hillside Dr. N.
 Elliot Lake, On.
 P5A 1X5
 Work: 705-848-2287 Ext 2126
 Cell: 705-261-0150



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Lesley Sprague

From: Keith M <cdroasis@hotmail.com>
Sent: January-17-17 10:10 AM
To: Luc Cyr
Cc: Lesley Sprague; Dan Marchisella
Subject: AAC SUBJECT FOR DISCUSSION

Luc/Lesley:

Since the AAC should be having a meeting soon for January, perhaps this subject could be added to the agenda. I note from the minutes of the Seniors Advisory Committee of November 24th, the Directors Report (Section 8) made mention of:

The Director would like to see a barrier free environment, increased communication, networking and promotion

I could not agree more and it seems that their committee is working to the same goal that we are, and it would be nice if we could perhaps put our collective heads and ideas together. Since we report through the Public Services Committee and they through another Director, could we perhaps be working in two separate vacuums? Could it hurt to have a joint meeting or two to put forth one report to Council with a collective voice?

Thanks.

Keith Moyer

Lesley Sprague

From: Keith M <cdroasis@hotmail.com>
Sent: March-29-17 7:47 PM
To: Luc Cyr
Cc: Dan Marchisella; Lesley Sprague
Subject: TIMELY MATTER FOR THE AAC

Luc:

As you must be aware, the AAC has not met since last fall, despite a number of items that still require discussion and have been drawn to the attention of the committee. Of prime importance now is the adoption by council of the Design Standards for Accessibility as provided free of charge for the asking, from the City of London, Ontario. We, as a committee, have been requesting for years that council adopt these, however, never have they come before council. This is not an item that concerns the Public Works Department, and indeed, would have no effect on them. It would, however, allow the Building Department to enforce such standards for all future construction and major renovation, as London, and hundreds of other municipalities North American and world wide currently do.

Since the municipality is currently going through an Official Plan review, this is a timely issue, as, all that is needed to allow such enforcement, is to clearly spell out within the Official Plan that, "All construction work requiring a Building Permit within the City of Elliot Lake, where public access is part of the permitted and intended use, shall comply with the adopted Design Standards for the provision of Accessibility for Disabled persons." It costs us nothing. It works elsewhere in a large number of locations, and meets the full accessibility requirements by 2025, at least as far as new construction and renovation work, under city control, is concerned. In other words, it's the right thing to do.

As I said, this is now a timely issue, and there will not be another opportunity until next OP review. That should be in 5 years from approval. The existing OP was due for review in 2010, and is finally being done. If we discuss nothing else at a meeting, please, let's get this one before council with a strong recommendation for adoption.

Thanks.

Keith Moyer

**I Love My Country, My Province, & My Community
 It's The Politicians That Worry Me**

Keith

Lesley Sprague

From: Accessibility Directorate of Ontario <accessibility@ontario.ca>
Sent: March-06-17 1:55 PM
To: Lesley Sprague
Subject: Invitation to AAC Forums 2017 / Invitation aux forums 2017 des comités consultatifs de l'accessibilité
Attachments: 2017 Forums.pdf

La version française suit le texte anglais.

PEP1705

I am pleased to announce that the Accessibility Directorate of Ontario will be presenting a series of nine regional forums for municipal Accessibility Advisory Committees (AACs) in spring 2017. As you know, in 2017, Ontario will commemorate its 150th anniversary. The theme of the forums is **“Accessibility: Honouring the Past, Showcasing the Present and Inspiring the Future.”**

The target audience for the forums is members of municipal AACs and municipal staff who work with and support these committees. As well, we hope to attract community organizations and businesses that provide services to or support people with disabilities.

I am asking you to extend this invitation to your local Accessibility Advisory Committees, Economic Development Committees and any disability groups in your community.

The forums will provide a legislative update on the progress that the province is making in implementing the Accessibility for Ontarians with Disabilities Act and making Ontario accessible. It will also give attendees the opportunity to network with their peers and colleagues.

I am delighted that Jim Kyte, a former National Hockey League player with a profound hearing disability, will be the keynote speaker. He is a noted motivational speaker and Dean of the School of Hospitality and Tourism at Algonquin College. Other accessibility champions will also share success stories and personal perspectives of accessibility.

Registration is now open. Click on the date below to register, or visit www.eventbrite.ca and search for “Accessibility Forum” in the city of your choice.

The schedule for the forums is as follows:

[April 19, 2017, London - Best Western Lamplighter Inn](#)

[April 26, 2017, Windsor - University of Windsor](#)

[May 3, 2017, Stoney Creek - Liuna Gardens](#)

[May 10, 2017, Sault Ste. Marie - Delta Sault Ste. Marie](#)

[May 17, 2017, Ottawa - Carleton University](#)

[May 23, 2017, Kitchener – Crowne Plaza](#)

[June 1, 2017, Toronto - Intercontinental Hotel](#)

[June 7, 2017, Sudbury - Radisson Sudbury Hotel](#)

[June 14, 2017, Thunder Bay - Victoria Inn](#)

If you need help to register, please contact the Accessibility Directorate of Ontario at accessibility@ontario.ca; phone 1-866-515-2025, TTY 1-800-268-7095.

I look forward to your attendance and joining our journey toward an accessible Ontario.

Sincerely,

Alfred Spencer
Director, Outreach and Strategic Initiatives Branch
Accessibility Directorate of Ontario

Madame,
Monsieur,

Je suis heureux d'annoncer que la Direction générale de l'accessibilité pour l'Ontario tiendra neuf forums régionaux pour les comités consultatifs de l'accessibilité municipaux au printemps 2017. Comme vous le savez, l'Ontario célèbre en 2017 son 150^e anniversaire. Les forums auront pour thème « **Accessibilité : hommage au passé, mise en valeur du présent et inspiration pour les générations futures** ».

Ces forums s'adressent aux membres des comités consultatifs de l'accessibilité municipaux ainsi qu'aux employés municipaux travaillant avec ces comités et les appuyant. Nous espérons également attirer des organismes communautaires et des entreprises offrant des services ou venant en aide aux personnes handicapées.

Je vous prie de transmettre cette invitation aux comités consultatifs de l'accessibilité et aux comités de développement économique de votre région, ainsi qu'à tout groupe de personnes handicapées de votre collectivité.

Les forums seront l'occasion de faire le point sur les progrès accomplis sur le plan législatif pour mettre en œuvre la *Loi sur l'accessibilité pour les personnes handicapées de l'Ontario* et pour rendre la province plus accessible. Les participants auront également la chance de discuter avec leurs pairs et collègues.

Je suis en outre ravi de vous informer que Jim Kyte, un ancien joueur de la Ligue nationale de hockey atteint de surdité profonde, sera le conférencier d'honneur. Conférencier motivateur reconnu, M. Kyte est aussi le doyen de l'école d'hôtellerie et de tourisme du Collège Algonquin. D'autres champions de l'accessibilité viendront également raconter leurs histoires de réussite et parler de leur point de vue.

Community Accessibility Forums 2017

Accessibility: Honouring the Past, Showcasing the Present and
Inspiring the Future

Who Should Attend

- Ontarians interested in accessibility for people with disabilities
- Members of municipal Accessibility Advisory Committees and municipal staff who work with and support them
- Community organizations and businesses that provide services or support to people with disabilities

How to Register

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