



Clearview Accessibility Advisory Committee

AGENDA

May 3rd, 2016 at 3:30 p.m.
Clearview Emergency Hub – Training Room
6993 Highway 26, Stayner ON

- 1. Approval of Agenda**
- 2. Disclosure of pecuniary interest and the nature thereof**
- 3. Approval of Minutes** – April 5, 2016
- 4. Business arising from the Minutes**
 - a) Accessibility Audits**

Review of Draft Checklist
 - b) National Access Awareness Week**

Newspaper Advertisement & Pop-up Banner quote
- 5. New Business/Open Discussion**
- 6. Next Meeting** – June 7th at the Emergency Hub
- 7. Adjournment**



Clearview Accessibility Advisory Committee

MINUTES

April 5, 2016

3:30 p.m.

Council Chambers

Members Present: Paul Ruppel (Chair), John Blohm, Councillor Deborah Bronée, Councillor Doug Measures

Members Absent: Doug Hammill (Co-Chair), Manfred Leimgardt, Janneke Leimgardt

Staff Present: Scott Pattison (Staff Liaison), Sasha Helmkey (Recording Clerk)

1. Approval of Agenda

The meeting began at 3:35 p.m.

Resolution:

Moved by Councillor Bronée, Seconded by Councillor Measures, Be It Resolved that the Committee approves the April 5, 2016 meeting Agenda as presented. Motion Carried.

2. Disclosure of pecuniary interest and the general nature thereof

There was none.

3. Approval of Minutes

Resolution:

Moved by John Blohm, Seconded by Councillor Measures, Be It Resolved that the Committee approves the meeting minutes from March 1, 2016 as presented. Motion Carried.

ITEM	DISCUSSION	PERSON RESPONSIBLE FOR THIS ITEM	DATE TO BE COMPLETED BY
<p style="text-align: center;">4. Business Arising from Minutes</p>	<p>a) Recognition of Staff Liaison</p>	N/A	N/A
	<p>Paul Ruppel read aloud the email that he sent to Pavlina Thompson, thanking her for her work and contributions to the Committee.</p>		
	<p>b) Accessibility Audits</p>	Scott Pattison	ASAP
	<p>Scott Pattison presented a draft of the audit checklist that he has been working on. The checklist incorporates components of the FADS document and includes pictures to assist Committee members. Scott will bring the final version back to the Committee once it is complete.</p>		
<p>c) National Access Awareness Week</p>	Sasha HelmKay	ASAP	
<p>May 29th to June 4th</p>			
<p>The Committee has scheduled the banner to go up across the main streets of Stayner and Creemore, recognizing Access Awareness week.</p>			
<p>Members decided to advertise in the newspaper again, highlighting accessibility achievements of the municipality and awareness. Sasha HelmKay will send last year's newspaper ad to members for review and to discuss suggestions for this year.</p>	Sasha HelmKay	ASAP	
<p>The Committee discussed replacing the insert for the pop up banner as it has the old Clearview logo on it.</p>			
<p><u>Resolution:</u></p>	Scott Pattison	ASAP	
<p>Moved by Councillor Measures, Seconded by John Blohm, Be It Resolved that Scott Pattison receive a quote from Greenview Graphics to replace the insert for the pop up</p>			

ITEM	DISCUSSION	PERSON RESPONSIBLE FOR THIS ITEM	DATE TO BE COMPLETED BY
<p align="center">4. Business Arising from Minutes</p>	<p>banner, and inform the Committee of the cost. Motion Carried.</p> <p align="center">d) Stayner Arena Accessible Parking</p> <p>Councillor Measures advised that Aaron Annis has a plan for the parking lot at the arena and is currently receiving prices. Once prices have been confirmed, Aaron will present his report to the Culture and Recreation Committee for review.</p>	<p align="center">Councillor Measures</p>	<p align="center">Once decision is made</p>
<p align="center">5. New Business</p>	<p align="center">a) Site Plan Review – Reinhart’s Parking Lot</p> <p>Scott Pattison gave members an overview of the site plan submitted by Reinhart Foods for an additional parking lot at 214 North Street. Scott advised that the accessible parking spaces will remain at the front of the facility, and that this parking lot is intended for overflow.</p> <p>Members reviewed and discussed the plan.</p> <p>Resolution: Moved by Councillor Measures, Seconded by John Blohm, Be It Resolved that the Committee:</p> <ol style="list-style-type: none"> 1) Receive the Reinhart Parking Lot Site Plan for information, and; 2) After consultation have no comments in regards to accessibility. Motion Carried. 	<p align="center">N/A</p>	<p align="center">N/A</p>
<p align="center">6. Next Meeting</p>	<p align="center">May 3, 2016</p>	<p align="center">No action required</p>	

ITEM	DISCUSSION	PERSON RESPONSIBLE FOR THIS ITEM	DATE TO BE COMPLETED BY
<p align="center">7. Adjournment</p>	<p><u>Resolution:</u> Moved by John Blohm, Be It Resolved that the meeting be adjourned at 4:20 p.m. Motion Carried.</p>	<p align="center">No action required</p>	

FADS AUDIT CHECKLIST

Things to consider when using this document is to remember there are provisions with-in the renovations section starting on page 138 of the FADS document.

Abbreviations in this checklist are:

OBC: Ontario Building Code

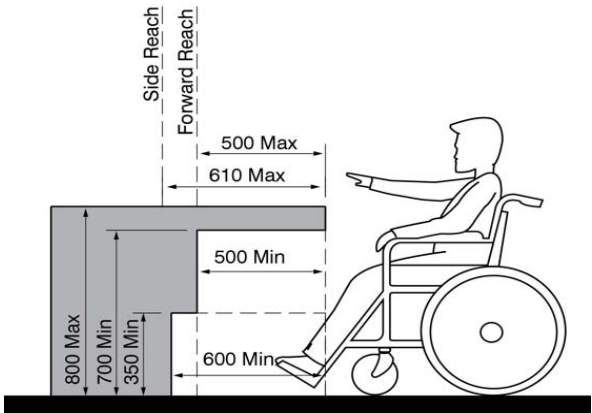
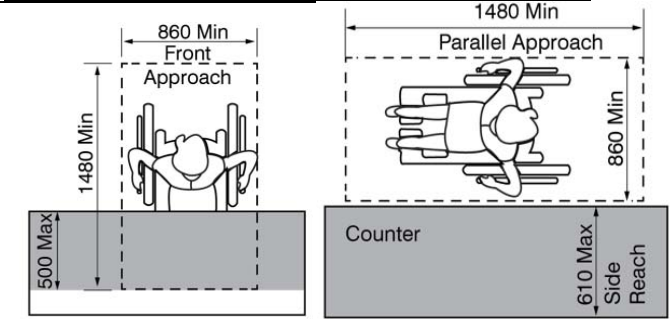
TWSI: Tactile Walking Surface Indicators

AFF: At Finished Floor

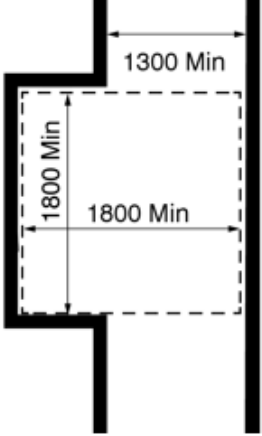
Building Entrance and Doors

ITEM	YES / NO / N/A	FADS REFERENCE	COMMENTS
Entrance clearly marked by international symbol of accessibility		Section 11&13 pg. 43/51	
Entrance has Barrier-free path of travel leading to sidewalk		Section 13 pg. 51	
Door width 900mm		Section 14 pg. 52	
Door has power operator		Section 15 pg. 56/57	
Vestibule door has power operator 2500mm clear floor space between doors		Section 14&15 pg. 55/56/57	
Door sill 13mm (1/2") high		OBC	
Door/frame has colour contrast to wall(s)		Section 14 pg. 52	
Door hardware operable with closed fist (lever type)		Section 14 pg. 53	

Service Counter

ITEM	YES / NO / N/A	FADS REFERENCE	COMMENTS
Be clearly identified with signage		Section 18 pg. 63	
		Section 18 pg. 64	
		Section 18 pg. 64	

Barrier-Free Path of Travel (Interior)

ITEM	YES / NO / N/A	FADS REFERENCE	COMMENTS
Path width 1800mm Primary		Section 2 pg. 22	
Path width 1300mm Secondary		Section 2 pg. 22	
Path width around work stations 1100mm		Section 2 pg. 22	
Path width alternative <1800mm provide a passing area every 30m 		Section 2 pg. 22/23	
Surface stable, firm, level		Section 3 pg. 25	
Light levels to 200 Lux		Section 10 pg. 41	
Protruding Objects not more than 100mm unless cane detectable at or below 680mm AFF		Section 4 pg. 27	
Protruding Objects headroom 2100mm AFF		Section 4 pg. 27	
Controls (light switch/intercom) to be located between 900mm to 1100mm AFF		Section 9 pg. 40	
Controls (thermostat/fire alarm) to be located at 1200mm AFF		Section 9 pg. 40	
Controls outlets to be min. 400mm AFF		Section 9 pg. 40	
Controls Clear Floor Area 860mm wide x 1480mm long		Section 9 pg. 39	
Acoustics Sound reducing design to reduce echoing		Section 12 pg. 47	
Colour contrasting walls to doors to controls to flooring		Section 3,9,12 pg. 25,39,46	
Signage (directional, washrooms, etc.) [Can I get there from here?]		Section 11 pg. 43,44,45	
Signage to be 1200mm max AFF		Section 11 pg. 44	

Barrier-Free Path of Travel (Exterior)

ITEM	YES / NO / N/A	FADS REFERENCE	COMMENTS
Path width 1500mm Primary and secondary		Section 38 pg. 107	
Path width <1800mm provide a passing area every 30m		Section 38 pg. 107	
Edge protection required at changes to grade between 200mm and 600mm except at stairs		Section 38 pg. 107	
Path surface must be able to drain		Section 38 pg. 108	
Path to have colour contrast		Section 38 pg. 108	
Ground must be firm, level, and stable		Section 3 pg. 25	
TWSI required as per Section 8 pg. 40, 41, 42		Section 39 pg. 110	
TWSI is to identify a hazard like entry to vehicular route or area where no curbs.		Section 8 pg. 36	

Stairs and Ramps and Handrails

ITEM	YES / NO / N/A	FADS REFERENCE	COMMENTS
Ramp clear width of 1100mm		Section 5 pg. 28	
Ramp max slope 1 in 20 (5%)		Section 5 pg. 28	
Handrails required on both sides of ramp		Section 5 pg. 30	
Colour contrast for the beginning and end of ramp		Section 5 pg. 30	
Edge protection required if no wall or guard installed and must be 75mm in height		Section 5 pg. 30	
Landings on ramps top and bottom to be 2500mm x 2500mm and intermediate with 180 degree turn		Section 5 pg. 28	
Landings on ramps with 90 degree turn min. 1670mm x 1670mm		Section 5 pg. 28	
Stairs have a rise between 125mm and 180mm		Section 6 pg. 31	
Stairs have a run between 280mm and 355mm		Section 6 pg. 31	
Stairs to be uniform		Section 6 pg. 31	
Guards required on both sides of stairs > 600mm AFF		Section 6 pg. 32	
Stair nosing to have colour contrasting strip extending the full width of the tread and be slip resistant		Section 6 pg. 32	
TWSI to be a min 920mm wide be located one tread depth back from the first stair at the top and at intermediate landings where a door opens onto a landing		Section 6 pg. 32	
Handrails to be on both sides of stairs		Section 7 pg. 34	
Handrail height to be between 865mm to 965mm		Section 7 pg. 34	
Handrail to extend 300mm top and bottom of stairs		Section 7 pg. 34	
Handrail to be colour contrasting to wall		Section 7 pg. 34	

Handrail to have 50mm clearance between wall and handrail, 60mm if the wall is rough surface		Section 7 pg. 34	
Handrail to have a cross-sectional diameter of 30mm to 40mm		Section 7 pg. 34	

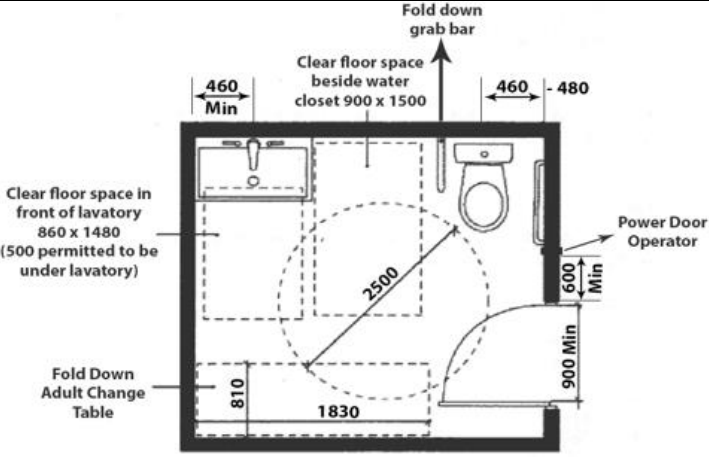
Washrooms with Stalls

ITEM	YES / NO / N/A	FADS REFERENCE	COMMENTS												
<p>[Table 20.1] Number of Accessible Water Closets Required</p> <table border="1"> <thead> <tr> <th>Number of Water Closet Stalls</th> <th>Number of Accessible Water Closet Stalls Required</th> </tr> </thead> <tbody> <tr> <td>1-9</td> <td>1</td> </tr> <tr> <td>10-16</td> <td>2</td> </tr> <tr> <td>17-20</td> <td>3</td> </tr> <tr> <td>21-30</td> <td>4</td> </tr> <tr> <td>Greater than 30</td> <td>5 + 1 for every additional 10 water closet stalls</td> </tr> </tbody> </table>	Number of Water Closet Stalls	Number of Accessible Water Closet Stalls Required	1-9	1	10-16	2	17-20	3	21-30	4	Greater than 30	5 + 1 for every additional 10 water closet stalls		Section 20 pg. 68	
Number of Water Closet Stalls	Number of Accessible Water Closet Stalls Required														
1-9	1														
10-16	2														
17-20	3														
21-30	4														
Greater than 30	5 + 1 for every additional 10 water closet stalls														
Where accessible water closets are not provided in a gender specific washroom and the universal washroom is not visible from the entrance to the common or multi-stall washroom, directional signage must be provided and meet requirements in section 11.		Section 20 pg. 71													
Accessible stall must have a door 900mm clear width and have gravity hinges and swing outward and be colour contrasting to the stall walls		Section 20 pg. 68													
<p>The diagram illustrates the required clearances for an accessible toilet stall. It shows a top-down view of the stall with a toilet. The stall width is 900mm. The clear width of the door is 900mm. The clear height of the door is 1500mm. The stall depth is 1500mm. The toilet is 460-480mm wide. A 'D' type door pull and a collapsible coat hook are shown.</p>		Section 20 pg. 69													

		Section 20 pg. 72	
<p>in line or Max 300 from toilet seat</p>		Section 20 pg. 72 Section 21 pg. 74	
<p>Clear transfer space for water closet stall 900 x 1500</p> <p>Clear floor space for urinal 860 x 1480</p>		Section 20 pg. 73	

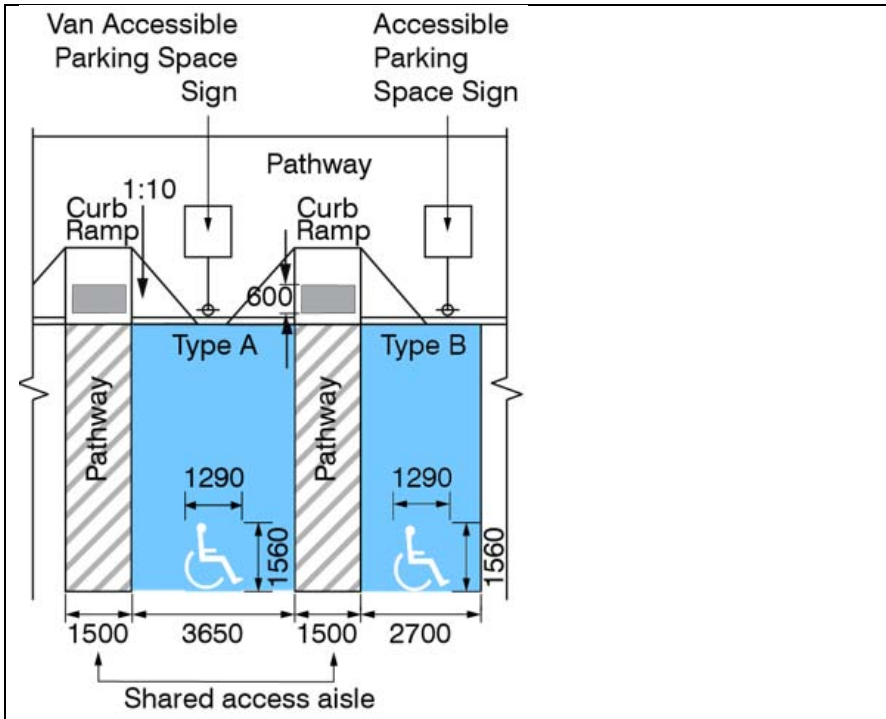
<p>[Diagram 22.A] Lavatory Design</p>		Section 22 pg. 76	
<p>Provide at least one accessible lavatory in every accessible washroom</p>		Section 22 pg. 76	
<p>Faucet handles must be lever type or automatic</p>		Section 22 pg. 77	
<p>Exposed pipes must be insulated to prevent burns</p>		Section 22 pg. 77	
<p>Soap and towel dispensers must be located max 610mm from the front edge of the lavatory & meet section 23</p>		Section 22 pg. 77	
<p>[Diagram 23.A Washroom Accessory Mounting Heights</p>		Section 23 pg. 78	
<p>[Diagram 21.B] Accessible Urinal with Grab Bars Front Elevation</p>		Section 21 pg. 75	

Universal washroom

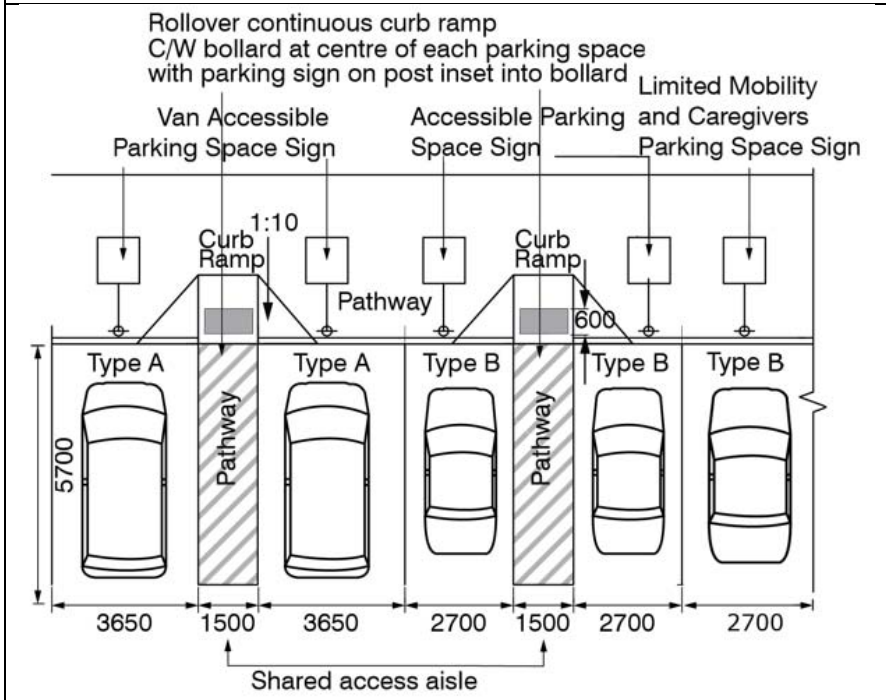
ITEM	YES / NO / N/A	FADS REFERENCE	COMMENTS
 <p>460 Min</p> <p>Clear floor space beside water closet 900 x 1500</p> <p>Fold down grab bar</p> <p>460 - 480</p> <p>Clear floor space in front of lavatory 860 x 1480 (500 permitted to be under lavatory)</p> <p>2500</p> <p>Fold Down Adult Change Table</p> <p>810</p> <p>1830</p> <p>900 Min</p> <p>600 Min</p> <p>Power Door Operator</p>		Section 24 pg. 80	
At least one universal washroom must be provided on every floor in addition to any accessible multi-stall washrooms & no further than 45m from multi-stall washrooms		Section 24 pg. 79	
Grab bars to be the same as previous page under multi-stall washrooms		Section 21 pg. 74	
Washroom accessories same as previous page		Section 23 pg. 78	
Lavatory requirements same as previous page		Section 22 pg. 76	
Adult change table to be 865mm AFF		Section 24 pg. 80	
<p>Emergency Call System must have a visual and audible signal device inside and outside of the universal washroom and connected to an occupied reception or security desk. Signage must be provided "In the event of an emergency, push emergency button & audible & visual signal will activate" Letters must be min. 25mm tall with a 5mm stroke that is posted above the emergency button. Sign must be tactile & braille.</p> <p>The emergency button must be located within reach of the water closet but not be located to be accidentally pulled when reaching for toilet paper or grab bars. The button is to be mounted between 900mm and 1200mm AFF.</p>		Section 24 pg. 80	
Occupied signal must be located outside of the universal washroom mounted between 900mm and 1200mm AFF and be illuminated when the push to lock button on the inside of the universal washroom is activated.		Section 24 pg. 81	

Parking

ITEM	YES / NO / N/A	FADS REFERENCE	COMMENTS												
Parking spaces, access aisles and path to the building to be firm, stable, and slip resistant		Section 41 pg. 117													
Have running slope max 1 in 20 (5%)		Section 41 pg. 117													
Have a cross slope max 1 in 50 (2%)		Section 41 pg. 117													
Be painted blue with international symbol (white) size of symbol to be 1560mm x 1290mm		Section 41 pg. 117													
Parking signage mounted 1500mm to 2500mm from centre of sign to ground surface in front of parking space		Section 41 pg. 117													
The amount of accessible parking must be 50% Type A and 50% Type B. If odd number of spaces the remaining can be Type B		Section 41 pg. 115													
<table border="1" data-bbox="128 548 485 1096"> <thead> <tr> <th data-bbox="128 548 312 792">Total Number of Parking Spaces</th> <th data-bbox="312 548 485 792">Amount of Accessible Parking Spaces Required Type A and B</th> </tr> </thead> <tbody> <tr> <td data-bbox="128 792 312 857">Less than 12</td> <td data-bbox="312 792 485 857">1 Type A</td> </tr> <tr> <td data-bbox="128 857 312 911">13 to 100</td> <td data-bbox="312 857 485 911">4% of total</td> </tr> <tr> <td data-bbox="128 911 312 964">101 to 200</td> <td data-bbox="312 911 485 964">3% of total</td> </tr> <tr> <td data-bbox="128 964 312 1018">201 to 1000</td> <td data-bbox="312 964 485 1018">2% of total</td> </tr> <tr> <td data-bbox="128 1018 312 1096">Greater than 1000</td> <td data-bbox="312 1018 485 1096">1% of total plus 11</td> </tr> </tbody> </table>	Total Number of Parking Spaces	Amount of Accessible Parking Spaces Required Type A and B	Less than 12	1 Type A	13 to 100	4% of total	101 to 200	3% of total	201 to 1000	2% of total	Greater than 1000	1% of total plus 11		Section 41 pg. 115	
Total Number of Parking Spaces	Amount of Accessible Parking Spaces Required Type A and B														
Less than 12	1 Type A														
13 to 100	4% of total														
101 to 200	3% of total														
201 to 1000	2% of total														
Greater than 1000	1% of total plus 11														
Accessible paths shall be provided from the building to the accessible parking		Section 41 pg. 115													
Where possible the path must not enter vehicle traffic and should be as short as possible		Section 41 pg. 115													
Access aisle min. width 1500mm		Section 41 pg. 115													
Parking space for Type A 3650mm and min. length 5700mm		Section 41 pg. 115													
Parking space for Type B 2700mm and min. length 5700mm		Section 41 pg. 115													

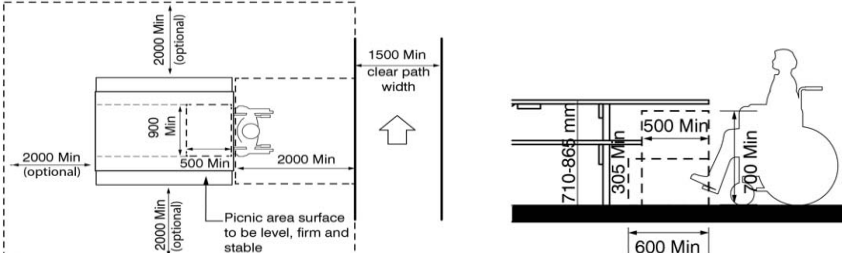
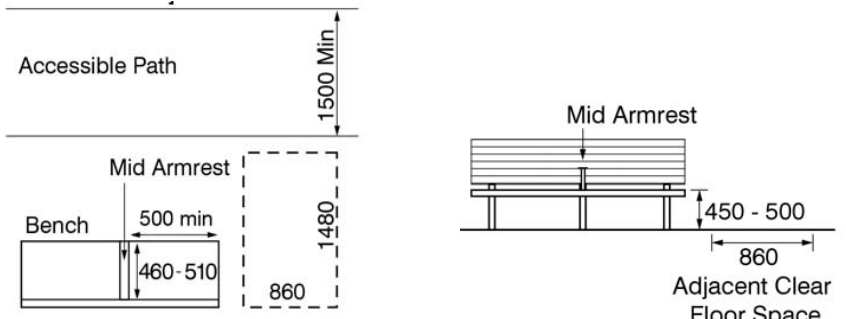
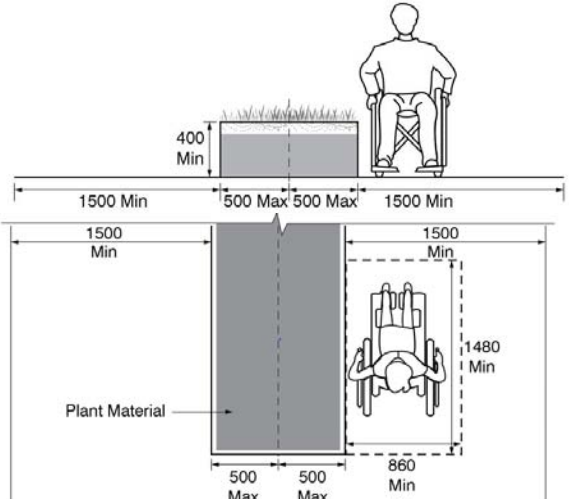


Section 41 pg. 118

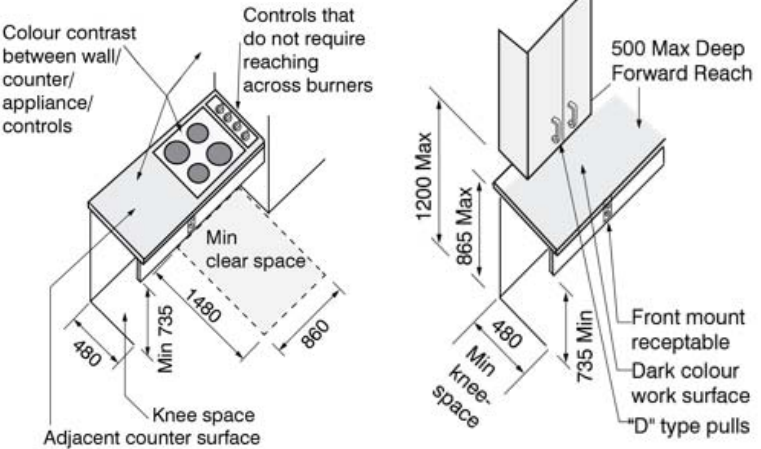
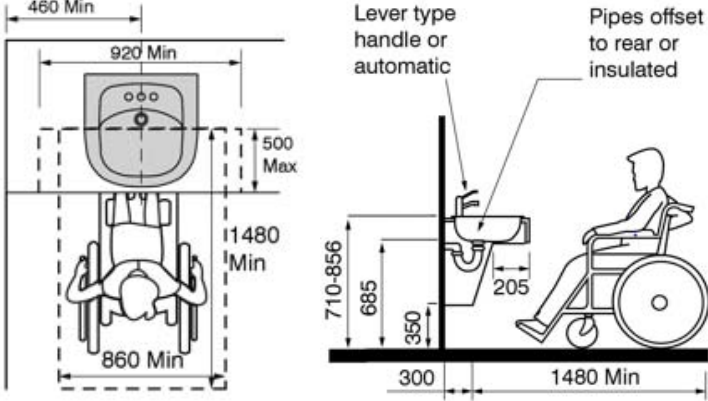


Section 41 pg. 116

Site Furniture

ITEM	YES / NO / N/A	FADS REFERENCE	COMMENTS
<p>Picnic Tables</p> 		Section 42 pg. 120	
<p>Benches</p> 		Section 42 pg. 119	
<p>Planting Beds</p> 		Section 45 pg. 124	

Kitchens

ITEM	YES / NO / N/A	FADS REFERENCE	COMMENTS
<p>Colour contrast between counter tops and cabinets and walls</p>  <p>[Diagram 29.G] Range Access</p> <p>[Diagram 29.D] Cabinet and Counters</p>		<p>Section 29 pg. 87 Section 29 pg. 89</p>	
 <p>[Diagram 29.F] Sink Floor Plan</p> <p>[Diagram 29.E] Sink and Counter Top Access</p>		<p>Section 29 pg. 89</p>	
<p>There are three options with-in the FADS document for kitchen styles: U-shape / L-shape / Galley</p>		<p>Section 29 pg. 87, 88</p>	
<p>Faucet handles must be lever type</p>		<p>Section 29 pg. 88</p>	