



Hamilton

## **MINUTES**

### **Advisory Committee for Persons with Disabilities Built Environment Working Group**

**Tuesday February 2, 2016**

**City Hall, 71 Main Street West, Room 192**

**4:30 – 6:30 p.m.**

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### **NOT THE FULL MINUTES – JUST SECTION 6.12 City Hall Accessibility Audit – Deficiencies Report and Responses from Facilities Management and Capital Planning Team**

**Present:** Mary Sinclair, Tom Manzuk, Terri Wallis, Clare Cruickshank, Sylvia Soto, Tim Murphy, Aznive Mallet, Paula Kilburn

**Regrets:** Patty Cameron

**Absent:**

**Also Present:** Maxine Carter, (staff) - Customer Service, Access & Equity

**Guests:** Melissa McGinnis, CASP, Public Works

#### **6.12 City Hall Accessibility (doors, handrails, washroom locks).**

CASP Staff, M. McGinnis went through the recommendations from ACPD/BEWG regarding the deficiencies in City Hall. The Facilities Management and Capital Planning responses are below.

**Item 1.1**

BESC recommends to ACPD that all external protruding handrails installed at each stairway and ramp around the premise of City Hall, must be covered with contrasting bright/fluorescent yellow appropriate weather proof material to ensure increased visibility and safety for all persons, especially for persons who are partially sighted as a temporary measure until these items are put in as a capital project budget to be modified appropriately.

**FMCP Response:**

This has been included in City Hall yearly maintenance. Specialty tape had been trialed with some success. It has proven to be costly due to repeated replacement from vandalism and/or wear and tear. Permanent painting has been scheduled for spring application, to be painted once a year, yearly.

**Status:**

Scheduled / Complete

**BEWG RESPONSE: Asked that FMCP staff ensure that the paint is reflective and is florescent. Staff asked to report back when this is completed.**

**Item 1.2**

BESC recommends to ACPD that all exterior steps nosing, around the entire premise of City Hall be painted fluorescent yellow for increased visibility and safety for all persons especially persons who are partially sighted.

**FMPC Response:**

All exterior stair nosing are identified with 70% contrast as designed and approved by the project team when constructed. Meeting code requirements. **Forecourt entrance stairs have been painted yellow.**

Status: Scheduled/ Complete

**BESC question:** Only the forecourt entrance stairs have been painted with yellow?

FMPC staff noted that a decision was made a number of years ago regarding the look of City Hall in terms of colours and it was decided that the rest of the exterior stairs nosing would be painted a darker grey/black.

**Item 1.3**

BESC recommends to ACPD that instruction to lock and unlock the accessible washroom doors at City Hall must be created in clear, accessible and large print as per the Barrier Free Design Guidelines and posted at an accessible height, including accessible braille instructions.

**FMPC Response:**

“Turn to Lock” - Verbiage to be approved. Request is above current codes and guidelines, signage would be required for 10 individual washrooms and pricing will be requested.

**Status:** Requesting verbiage approval, requesting pricing.

**Item 1.4**

BESC recommends to ACPD that the City Hall accessible washrooms have signage mechanism created in clear, accessible and large print as per the Barrier Free Design Guidelines to indicate when the washroom is occupied and unoccupied and be located near the Accessible Door Operator (ADO) push button.

**FMPC Response:**

Currently all 10 individual washrooms have

signage mechanism within the door lever hardware. Indicates occupancy by colour (red or green) and in print.

Request is above current codes and guidelines, please advise recommended product and if pricing is requested to be provided.

**Status:**

ACPD direction required

**Item 1.5**

BESC recommends to ACPD that an emergency call button be installed within easy reach of an occupant using the facility and that its purpose be clearly marked and that City staff be trained in appropriate response procedures should an occupant sound the alarm.

**FMCP Response:**

Currently all 10 individual washrooms have emergency call installed and within reach of water closet. Notification is sent to security desk and staff procedure when the emergency call is activated.

**Status:** Answered. No further action

**Item 1.6**

BESC recommends to ACPD that diagonal grab bars also be installed in all the City Hall accessible washrooms, including the accessible stall in the multi-stall washrooms, on the wall next to the toilet, to assist users, at the measurement of 16" x 16" as per the attached diagram included.

**FMPC Response:**

Request is above current codes and guidelines, grab bars would be required for 10 individual washrooms, 1 multi- stall washroom. Pricing will be requested for 11 additional bars.

**Status:**

Requested Pricing

**Item 1.7**

The doors to all the public meeting rooms in city hall that have had Accessible Door Operators (ADO) installed recently, are extremely problematic because if the AODs are turned off, then persons with disabilities can become trapped inside or left unable to enter the room and hence are unable to exit or enter independently. Once the motors are turned off, as they often are, it is extremely difficult to open these doors.

**FMPC Response:**

Memo and instructions had been distributed to all City Hall staff on the procedure of use. A reminder to all City Hall staff will be sent out.

**Status:** Answered no further action

**Item 1.8**

BESC recommends to ACPD that a mechanism be installed or activated that will keep the doors open without having to manually turn off or disable the motor and insert a door stop.

**FMPC Response:**

Not aware of such product. Please provide and we can price out for ACPD.

**Status:**

ACPD direction required.

**BEWG:** A. Mallet recommended a company – Hortons Door Operators or Ontario Doors. M. McGinnis will contact the vendors to get specs and costing. Follow up with Working Group once an appropriate product is located.

**Item 1.9**

Committee members requested that staff contact

the facilities staff to determine what is the expected time of completion for the installation of the decals on both sides of the glass doors and on the middle inset (of the City Hall doors). This request to improve the visibility of the decals on the front and back glass doors for persons, who are partially sighted, is long overdue to be repaired.

**FMCP Response:**

Work order had been sent out, requested to be completed by January 15<sup>th</sup>, 2016. Work Order 201601351. Installation complete.

**Status:**

Scheduled completed.

**7. New Business Discussion Items.**

- There was no new business

**8. Correspondence.**

- There was no correspondence

**9. Next Meeting.**

9.1 Tuesday March 1, 2016, 4:00 p.m. room 192

**10. Adjournment.**



**P. Kilburn/A. Mallet**

That the Built Environment Sub-committee meeting, of February 2, 2016, be adjourned, at 6:00 p.m.

**CARRIED.**