



Barrier Removal Action Plan City Hall Grounds

**FOR STAFF REVIEW
D1 - December 2017**

Prepared for:



CITY OF YELLOWKNIFE

Prepared by:



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Toronto, ON M6B 3W8

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1.0 INTRODUCTION

This Barrier Removal Action Plan identifies all work and upgrades required to make the **YK City Hall Grounds** accessible, meeting the needs of all building users from a 'cross-disability' perspective. The overall goal of this project is to improve the level of accessibility experienced at this location by users with a broad range of disabilities. Accessibility compliance for this building was evaluated based on criteria established within the Ontario Building Code (OBC 2012, Section 3.8, including amendments for 2015), the Canadian Standards Association's "Accessible Design for the Built Environment" (B651-12, revised 2015) design standard, the AODA's Integrated Accessibility Standards Regulations (IASR) "Design of Public Spaces Standards" (Part IV.1, Accessibility Standards for the Built Environment), recognized "best practices" including the City of Calgary Accessibility Design Standards (2016) / BF Design Guide (2017), and the consultant's audit experience.

1.1 Report Organization

The Barrier Removal Action Plan is organized as a spreadsheet, following the headings used to describe a typical "journey sequence" a user might take, which is also used during the auditing process. This allows easy cross-referencing by municipal Staff and Facility Managers responsible for this location. The Action Plan consists of **four (4) Sections**:

- A: Exterior Environments**
- B: Interior Environments**
- C: Building Systems, Controls and Communications**
- D: Special Facilities, Spaces and Environments**

For each Section, detailed recommendations are provided to remove barriers and address any accessibility issues identified during the audit process. Priorities for removing barriers related to specific building elements and the location of barriers are also identified. Finally, estimates for removing barriers, based on the number of units involved or 'quantity', are identified to establish a detailed barrier removal budget for each section. Costing estimates reflect 2017 dollars and the Consultant's experience with similar building types and knowledge of existing pricing in today's construction market. Additionally, cost data for the Canadian construction industry was referenced as required to provide accurate estimates, based on Hanscomb's "Yardsticks for Costing" (current edition).

2.0 ESTABLISHING PRIORITIES

Priorities for barrier removal and prevention are identified based on the Consultant's professional opinion and experience. Generally, priorities reflect a variety of criteria to ensure a cross-disability approach is applied to each barrier removal activity. This approach recognizes that there were different types of barriers identified at this location that affect different types of disabilities. Priorities are important to provide a baseline for strategically removing barriers in the most cost effective ways. Overall, recommendations for barrier removal at this location are based on the following "high, medium and low" priority rating scale:

<p>Priority 1 (Short-Term): Items giving immediate concern for safety or a significant barrier that requires prompt attention. Generally relates to a building code issue as well as actions that have minor cost implications (e.g., temporary obstructions, maintenance issues).</p>	<p>Time period for implementation: 0 to 2 Years</p>
<p>Priority 2 (Medium-Term): Essential items required to provide an acceptable level of access for persons with disabilities, and to be completed within the short term (e.g., highly used items). Generally relates to actions that need to be implemented as soon as it is practical.</p>	<p>Time period for implementation: 3 to 6 Years</p>
<p>Priority 3 (Long-Term): Items of best practice (e.g., Guidelines & CSA) and/or to be implemented when relevant area/element of the building is renovated, maintained, or upgraded. Often refers to actions that require significant structural alterations and construction costs, which would only be possible to implement over a long-term works schedule.</p>	<p>Time period for implementation: 7 to 10 Years</p>

This priority rating scale is designed as a framework only, for assisting with the implementation decision-making process. Overall, this scale should not be viewed as a 'rigid' evaluation tool, recognizing many priorities are very subjective in nature – what may be considered a high priority for removing barriers related to one type of disability may not be seen as a high priority for another type.

3.0 BUDGET SUMMARY

Preliminary budget estimates for this location, itemized for each Accessibility Audit Report Section, are summarized as follows:

Section	Cost
A. Exterior Environments	\$74,250.00
B. Interior Environments	\$145,200.00
C. Building Systems, Controls & Communications	\$10,350.00
D. Special Facilities, Spaces & Environments	\$85,500.00
Total Cost (All Sections):	\$315,300.00

Preliminary budget estimates for this location, according to priority levels for each Accessibility Audit Section, are summarized as follows:

Section	Priority 1	Priority 2	Priority 3
A. Exterior Environments	\$35,250.00	\$32,000.00	\$7,000.00
B. Interior Environments	\$36,700.00	\$58,500.00	\$50,000.00
C. Building Systems, Controls & Communications	\$350.00	\$10,000.00	\$0.00
D. Special Facilities, Spaces & Environments	\$23,000.00	\$42,500.00	\$20,000.00
Total Cost (By Priority):	\$95,300.00	\$143,000.00	\$77,000.00

4.0 ADDITIONAL COMMENTS

The following Barrier Removal Action Plan provides a detailed overview of accessibility issues to be addressed at this location, individual priorities and preliminary cost estimates for each building or site element reviewed during the audit.

FACILITY AUDIT SUMMARY



CITY OF YELLOWKNIFE

Date of Audit:	July 2017
Name of Auditor(s):	Shane Holten

Facility Information

Name:	City Hall
Type:	Administration
Contact Person:	David Hurley, Facilities Manager
Address:	4807 52nd Street
Date of Construction:	Unknown
Number of Floor(s):	2
Gross Floor Area (GFA) or Square Footage:	Unknown
General Layout & Configuration:	Council Chambers, Meeting/Assembly Rooms, Offices, Public Washrooms, Department Services / Customer Services.

Accessibility Information











Estimated # of Total Parking Spaces:	60 (Staff Parking Lot); 27 (Public, on-street)
Number of Accessible Parking Spaces:	3 (Public, on-street)
Total # of Entrance(s):	2
Total # of Accessible Entrance(s):	1
Number of Public Entrance(s):	2
Number of Staff Entrance(s):	1 (north west side, adjacent to staff parking)









City Hall













SITE MAPPING + FLOOR PLANS

1. Exterior Mapping: City Hall
2. Floor Plans: City Hall

-  Site Boundary
-  Building Outline
-  Building Entrance
-  Building Exit
-  Stair or Step(s)
-  Pedestrian Route
-  Parking Lot
-  Accessible Entrance or Exit with Power Door Operator (PDO)
-  Non-Accessible Entrance or Exit
-  Accessible Parking Spaces

-  Reception
-  Elevator / Elevating Devices
-  Ramp
-  Accessible Seating Spaces
-  Emergency Fire Alarm Pull Station
-  First Aid Station
-  Defibrillator Station
-  Fire Extinguisher

-  Men's Washroom
-  Men's Accessible Washroom
-  Men's Accessible Change Room
-  Women's Washroom
-  Women's Accessible Washroom
-  Unisex Washroom
-  Unisex Accessible Washroom
-  Change Room / Team Change Room
-  Women's Accessible Change Room
-  Unisex Accessible Change Room



City of Yellowknife

Title:
Legend

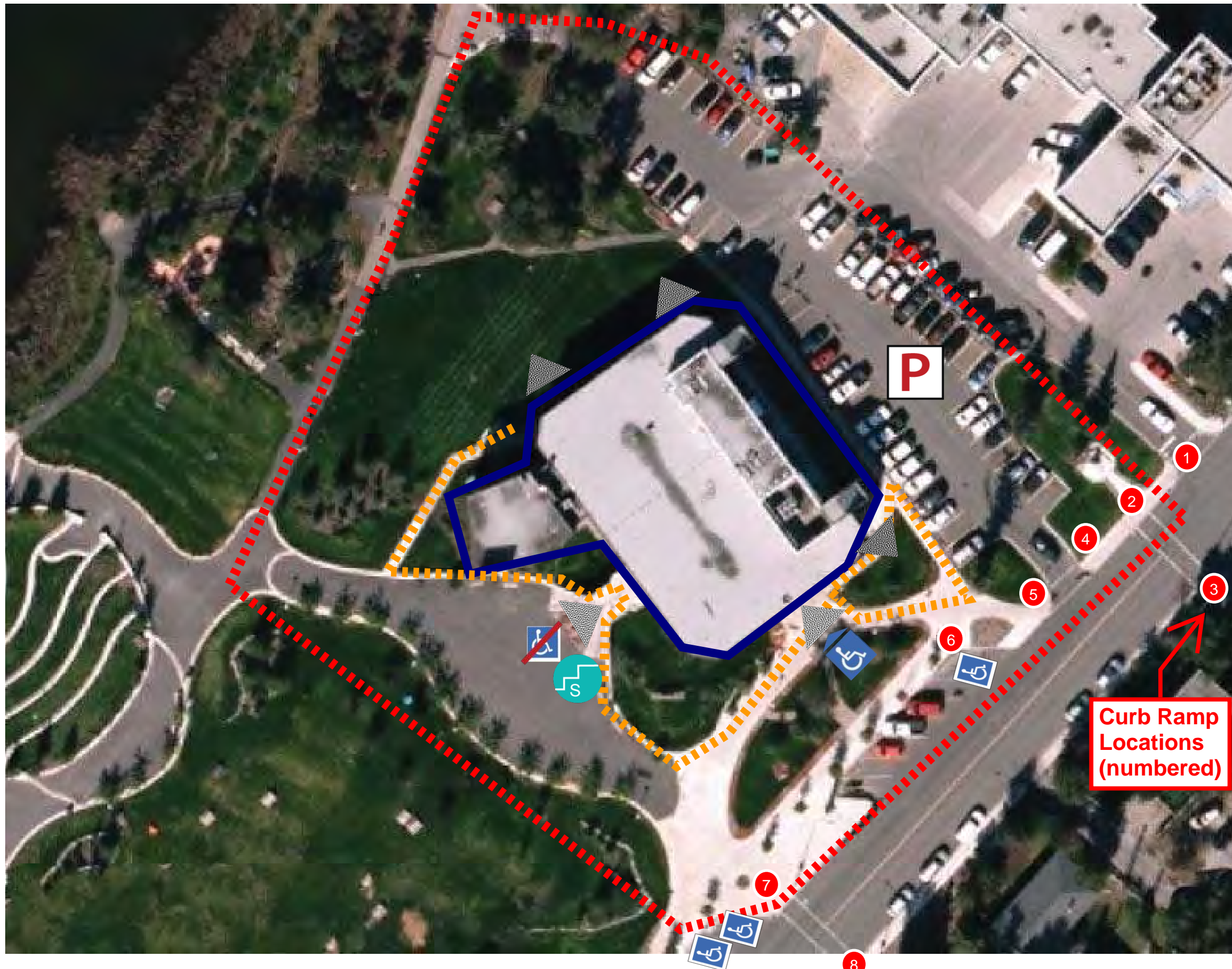
Prepared by:
SPH Planning & Consulting

Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:

Sheet:
L-1



Facility:
City Hall

Address:
**4807 52 Street,
Yellowknife, NT
X1A 2N4**

Title:
Site Plan



Prepared by:
SPH Planning & Consulting

Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:
09-28-2017

Sheet:
A-101

Mayor & Executive Offices

Council Chambers

Boardroom

Auto Sliding Door System

Lobby

Customer Service

Municipal Enforcement & Building Inspections



Facility: **City Hall**

Address: **4807 52 Street,
Yellowknife, NT
X1A 2N4**

Title: **2nd Floor**



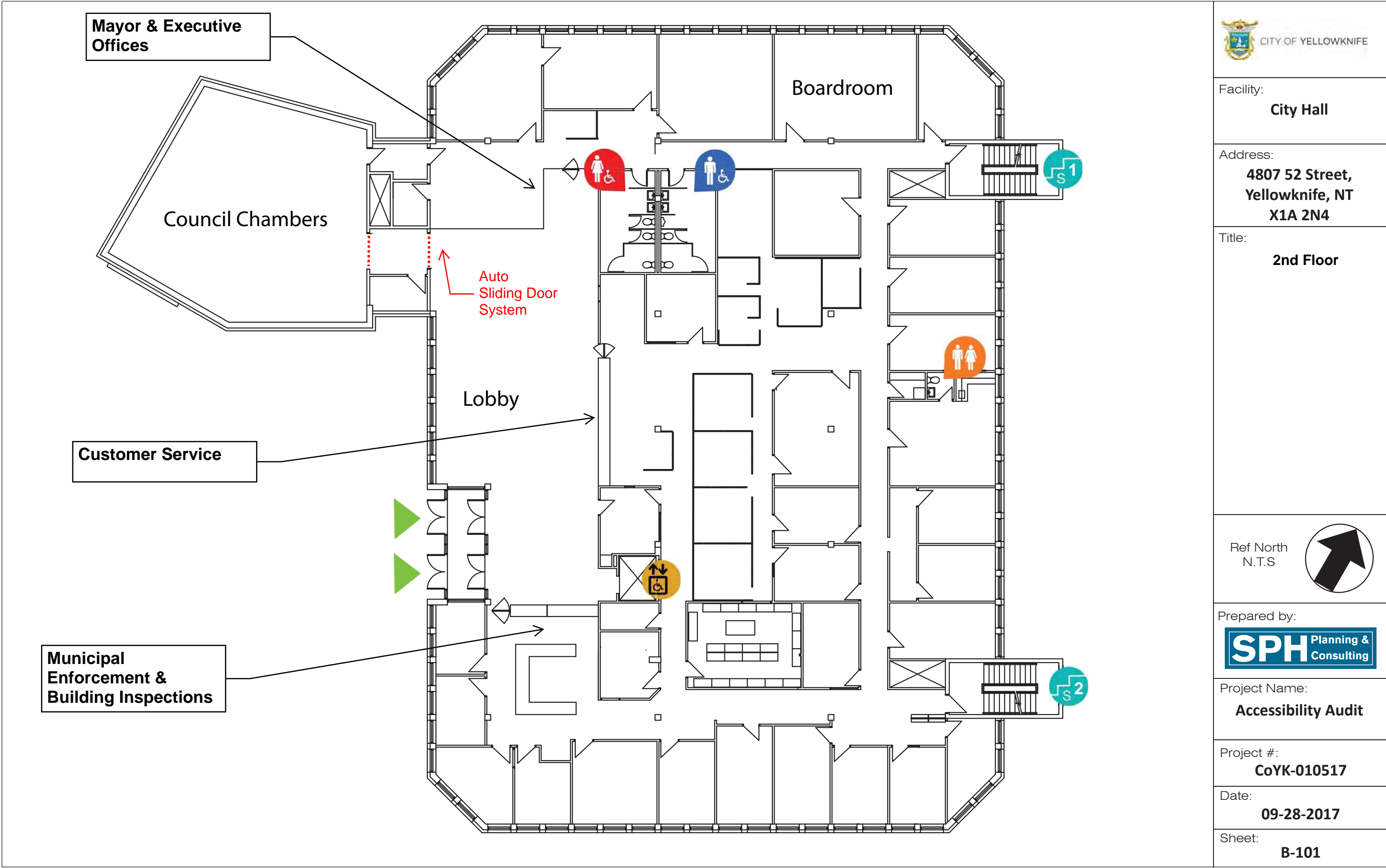
Prepared by: **SPH Planning & Consulting**

Project Name: **Accessibility Audit**

Project #: **CoYK-010517**

Date: **09-28-2017**

Sheet: **B-101**



Facility:
City Hall

Address:
**4807 52 Street,
Yellowknife, NT
X1A 2N4**

Title:
Main Floor

Ref North
N.T.S



Prepared by:

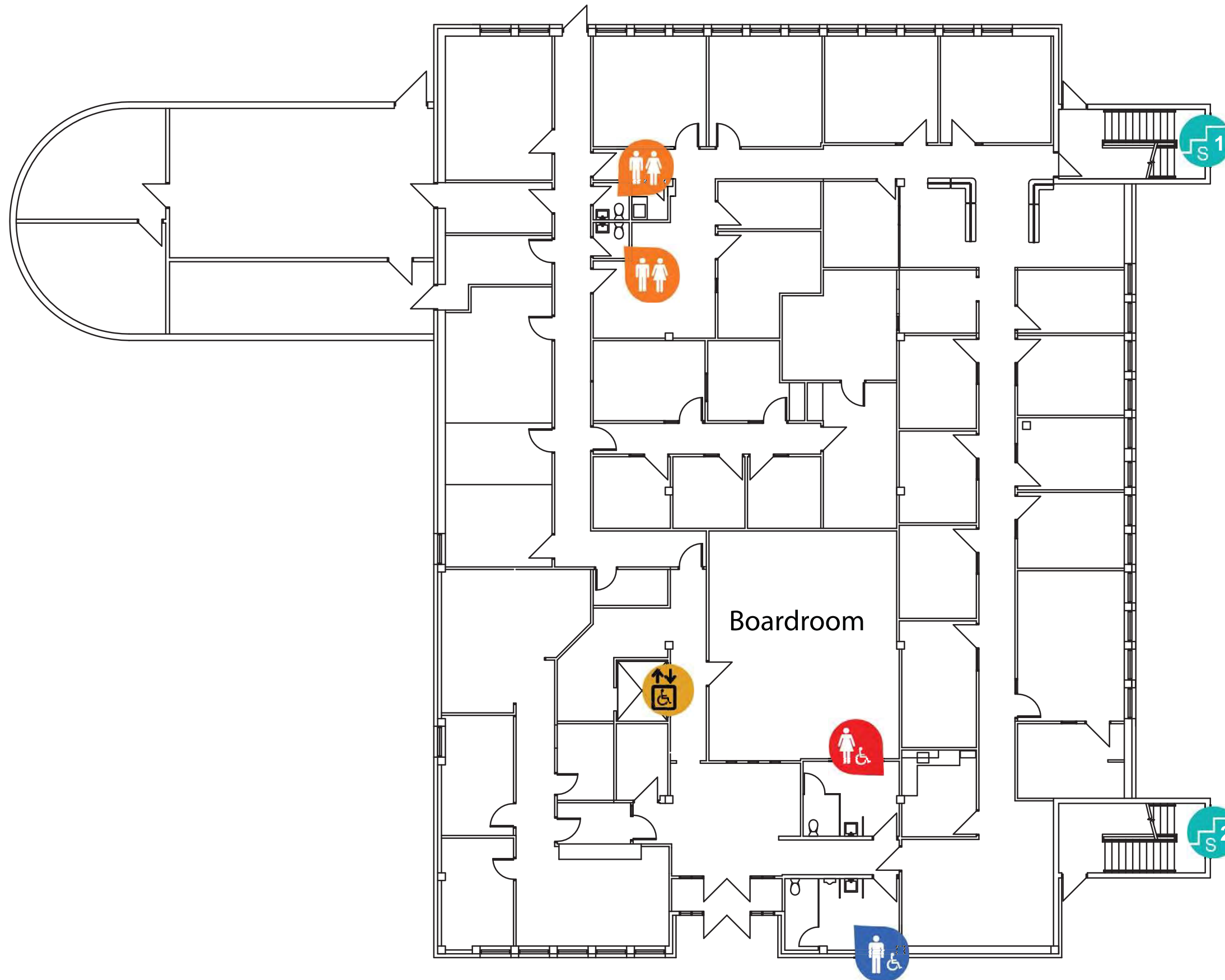


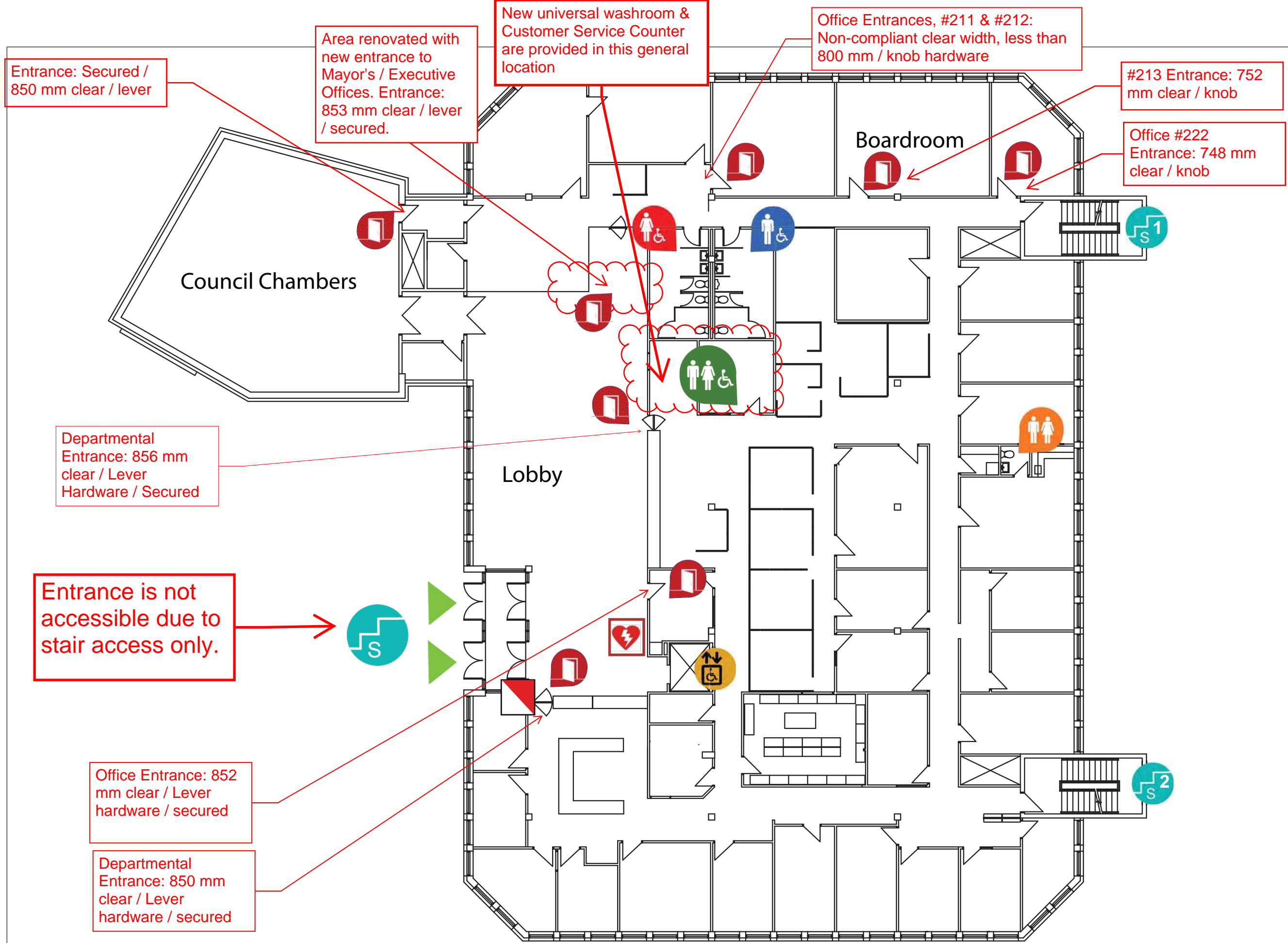
Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:
09-28-2017

Sheet:
B-102





Facility:
City Hall

Address:
**4807 52 Street,
Yellowknife, NT
X1A 2N4**

Title:

2nd Floor
Existing Conditions:
Doorways



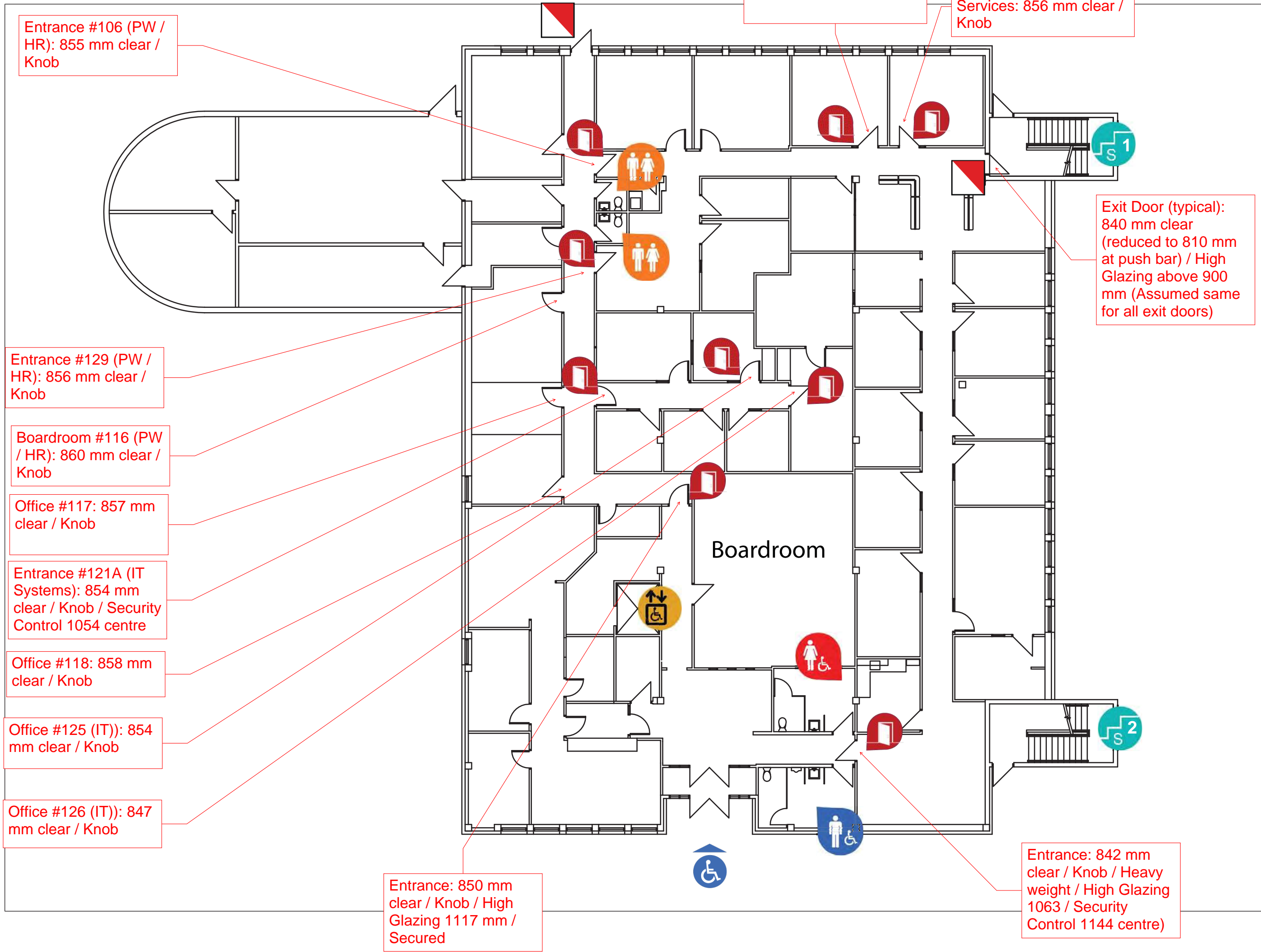
Prepared by:
SPH Planning & Consulting

Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:
09-28-2017

Sheet:
B-101



Facility:
City Hall

Address:
**4807 52 Street,
Yellowknife, NT
X1A 2N4**

Title:
**Main Floor
Existing Conditions:
Doorways**



Prepared by:
SPH Planning & Consulting

Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:
09-28-2017

Sheet:
B-102

BARRIER REMOVAL ACTION PLAN

Section A: Exterior Environments

Section B: Interior Environments

Section C: Building Systems, Controls & Communications

Section D: Special Facilities, Spaces & Environments

SECTION A: EXTERIOR ENVIRONMENTS

A.1.0 GENERAL COMMENTS

Exterior Environments:

Key elements reviewed in this section include: site and building identification and information signage; parking; exterior pedestrian circulation routes; and street furniture / public amenities.

The following summary observations were made at the time of the audit:

- (a) Accessible parking spaces: No access aisles are provided and shared between 2 spaces. Users must travel along roadway to reach curb ramps (where provided). Existing curb ramp adjacent to accessible on-street parking spaces is non-compliant and gets blocked when car is parked in adjacent space.
- (b) Informational and directional signage is typically provided, however, some additional upgrades are required to enhance accessibility (e.g., upgrading of colour contrast and providing additional directional signage in strategic locations).
- (c) Stair access only is provided at West Entrance. Stair treads and risers are in disrepair. Overall, stair handrail design is dated and does not meet current accessibility requirements / expectations. No colour contrasted stair tread nosings are provided for users with vision loss.
- (d) No tactile warning surface indicators are provided at existing curb ramps, including key intersections.
- (e) Generally, no consistent provision of accessible seating / rest areas was identified throughout exterior. No accessible picnic tables were identified.
- (f) Overall, most exterior pedestrian routes and surfaces are in very good to excellent condition and appear to have been recently upgraded.



SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.2.0 SITE & BUILDING SIGNAGE										
General Comments Site and building identification signage is prominent, mounted on front façade of this facility (west side). Refer to Photos A1 and A2.										
A.2.1	<p>Signage:</p> <p>Site and building identification signage provision appears to be suitable but may be dated - text appears to be faded and it may be difficult to identify facility when approaching from east or south sides due to limited colour contrast (e.g., faded colours).</p> <p>A facility identification sign is provided at entry to public plaza / gathering area (south side).</p> <p>Facade signage text is typically dark black colour, which contrasts well with red brick background but appears to have faded. Address identification signage appears small and difficult to locate.</p>	A1, A2	<p>When upgrading exterior in future, provide new building and site identification signage, that is clearly visible and prominent, viewable when approaching from all sides and with full accessibility features integrated.</p> <p>Based on existing condition of signage, upgrade is not considered a high priority or immediate need unless exterior signage upgrades / or related renovations are undertaken.</p> <p>Costing of signage can vary considerably, depending on type.</p> <p>A preliminary cash allowance is provided at this time to upgrade colour contrast (e.g., painting / touch up, if possible based on material / signage type).</p>	South & west sides.	\$10,000.00	Varies	Facility Management Review		\$10,000.00	
A.2.2	<p>Informational / Directional Signage:</p> <p>No directional signage is provided to identify location of accessible entrance, when arriving and using the accessible parking spaces off of street (e.g., accessible entrance is located at the side, it is not clearly visible and it is not marked with the International Symbol of Accessibility).</p>	A3	<p>Install identification/directional signage to guide users to location of accessible entrance from accessible parking area(s) and when approaching from south east or south west sides. (e.g., upgrade of existing trail directional signage (post mounted).</p> <p>Providing additional signage installed at inaccessible entrance (west entrance) may also benefit users who access site from waterfront area or trail locations (e.g., especially users unfamiliar with facility, including tourists).</p>	South entrance.	\$1,500.00 Cash Allowance	Varies	Maintenance Required	\$1,500.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.2.3	<p>Lighting:</p> <p>Daytime lighting conditions were reviewed only. Generally, lighting fixtures appear to be provided as part of exterior façade and / or canopy.</p>		<p>Validate illumination of exterior signage during night-time conditions. To be conducted by Facility Manager.</p> <p>Coordinate with Action C.2.1.</p>	Throughout exterior.	Allow \$250.00 for external review	See Action C.2.1.	Facility Management Review	\$250.00		
Cost Summary								\$1,750.00	\$10,000.00	\$0.00
Total Cost A.2.0								\$11,750.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)			
								P1 Short-Term	P2 Medium-Term	P3 Long-Term	
A.3.0 PUBLIC TRANSPORTATION - TRANSIT STOPS & SHELTERS											
A.3.1			Not applicable. Not part of the scope of this project.								
								Cost Summary	\$0.00	\$0.00	\$0.00
								Total Cost A.3.0	\$0.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.4.0 PARKING & PASSENGER LOADING ZONES										
<p>General Comments</p> <p>Staff Parking: A staff parking lot is provided on the east side of the site. Parking Lot consists of approximately 60 spaces. No accessible spaces were identified. Refer to City Hall site plan in the Site Plan & Floor Plan Section of this report for parking locations.</p> <p>Public Parking: Two (2) on-street, accessible parking spaces are provided (angled), located on the south west side of site (49th Street - out of twenty [20] estimated on-street parking spaces in total). One (1) accessible parking space is provided (angled), located on the south east side of site (49th Street - out of seven [7] on-street parking spaces in total).</p>										
A.4.1	<p>Provision & Design: On-street spaces</p> <p>Three (3) designated accessible spaces were identified through post-mounted and pavement signage out of a total of 27 (+/-). Provision is generally suitable.</p> <p>Spaces are not designed to meet current standards (e.g., pavement markings, access aisles are not provided & curb ramp design / provisions are non-compliant).</p> <p>Existing curb ramp (south east side) has a high transition and no TWSI is provided.</p>	A4, A5, A6, A7, A8	<p>Reconfigure existing accessible parking spaces to incorporate suitable access aisles (e.g., shared between two spaces) and dimensions (e.g., universal spaces, suitable to accommodate both vans and cars).</p> <p>(Note: Consider whether consolidating all spaces in front of accessible entrance is more feasible where the existing curb ramp can be upgraded for compliance).</p> <p>Link new access aisles to a clearly marked, safe, and continuous accessible route with level transitions and/or curb ramps as required, as part of shortest accessible route leading to main accessible entrance. Provide TWSI at all curb ramps.</p> <p>Design access aisles and curb ramps to allow users to travel in front of parking spaces and not behind them. Facility Management to confirm formal count of parking space provisions. Existing asphalt appears to be in good condition.</p>	49th Street.	\$10,000.00 Cash Allowance	Varies	Detailed Study Required	\$10,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.4.2	<p>Provision & Design:</p> <p>No accessible spaces are provided and designated with signage / pavement markings, out of a total of 60 spaces.</p> <p>Note: 4% of total number of spaces provided is considered suitable for accessible space provision. Additional best practices should be reviewed prior to implementation and/or provision to be based on public consultation.</p>	A11, A12, A13	<p>Provide three (3) new designated accessible parking spaces (as close as possible to accessible entrance).</p> <p>Refer to previous requirements in A.4.1. Provision not considered a high priority at this time, as no staff with disabilities were identified. Priority to be monitored, including if any staff accommodations are requested.</p> <p>Cash allowance includes curb ramp and TWSI provision if required. Detailed design is required for space layouts.</p>	Staff parking lot (east side).	\$2,500.00 Cash Allowance	3 (minimum)	Detailed Study Required		\$7,500.00	
Cost Summary								\$10,000.00	\$7,500.00	\$0.00
Total Cost A.4.0								\$17,500.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.5.0 EXTERIOR PEDESTRIAN ROUTES										
General Comments Generally, exterior pedestrian routes were in very good condition throughout exterior, with the exception of curb ramp design at some locations. No tactile walking surface indicators (TWSI's) were identified at existing curb ramps.										
A.5.1	General Provision: No major problems were identified. Typical public sidewalks and accessible routes have concrete or brick paver surfaces, in very good to excellent condition.	A12, A13, A14, A15, A17, A18, A19, A20, A21, A24, A25, A27, A29, A30, A31, A32, A37, A38	No upgrades required at this time. Surface conditions to be monitored as part of ongoing maintenance.	City Hall Grounds & throughout site perimeter (sampled areas).	NA	NA	Maintenance Required			
A.5.2	Curb Ramps: Tactile Walking Surface Indicators (TWSI's) None provided.	A16	Provide TWSI's at all curb ramps, including at key intersections that are beyond immediate connections of site perimeter. Note: Condition of all existing curb ramps to be validated by City as part of ongoing monitoring and review (e.g., surfaces, slopes etc.).	49th Street (various locations). Refer to Mapping.	\$1,500.00 ea.	7 to 10 (+/-)	Cash Allowance Recommended	\$7,500.00	\$7,500.00	
Cost Summary								\$7,500.00	\$7,500.00	\$0.00
Total Cost A.5.0								\$15,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.6.0 RAMPS										
A.6.1	Not applicable. No exterior ramps are provided at this location.									

Cost Summary	\$0.00	\$0.00	\$0.00
Total Cost A.6.0	\$0.00		

A.7.0 STAIRS & STEPS										
A.7.1	<p>Design & Features:</p> <p>Condition of stairs shows significant disrepair and deterioration (e.g., concrete surfaces of treads and risers). Existing handrails are oversized (e.g., grasping dimension requires pinching of fingers) and/or older style handrail with no consistent features (e.g., required extensions at top and bottom).</p> <p>No Tactile Walking Surface Indicators are provided at top landing of stair, extending the full width of stair. No colour contrasted stair nosings are provided.</p>	A22	<p>Detailed design and review is required for new stair system and/or if other design options or extensive renovations are proposed for this entrance. Ensure an accessible design review is conducted for proposed stair replacement design drawings.</p> <p>Note: Based on existing condition of stairs, future replacement was identified by Facility Management.</p> <p>No costing allowance is provided at this time as accessibility features can be integrated as part of overall design of replacement stair system at minimal cost if integrated at the start of the design process.</p>	West entrance.	NA	NA	Detailed Study Required			

Cost Summary	\$0.00	\$0.00	\$0.00
Total Cost A.7.0	\$0.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.8.0 EXTERIOR AMENITIES & STREET FURNITURE										
A.8.1	<p>Seating & Rest Areas:</p> <p>Metal benches with arm rests and back supports are typical and partially accessible. Seat surface is too low at 430 mm high.</p> <p>Colour contrast is strong, compared to background and concrete mounting surfaces.</p> <p>Some benches without arm rests and back supports are also provided and are not accessible.</p> <p>Generally, no accessible rest areas were identified, provided adjacent to benches to accommodate users of mobility aids (e.g., allow them to position themselves outside of the path of travel and transfer to adjacent bench).</p>	A20, A22, A23, A25, A28	<p>Because areas are open concept along key pedestrian routes (e.g., at west entrance to City Hall & approach to waterfront), users of mobility aids can be accommodated without obstructing paths of travel. Upgrading of site furniture over time as furniture is replaced and/or based on request is recommended.</p> <p>A cash allowance for provision of 2 accessible seating / rest area locations is recommended.</p> <p>Consideration for accessible seating and rest area options is needed if renovations are considered in future. Providing a combination accessible bench with adjacent rest area is a key consideration when upgrading exterior areas in future..</p> <p>To be reviewed by Facility Management.</p>	<p>South & west sides of site.</p> <p>Throughout exterior (Somba K'e Park).</p>	\$5,000.00	TBD (Concrete pad + bench)	Cash Allowance Recommended	\$10,000.00		
A.8.2	<p>Maintenance (Vegetation / Trees):</p> <p>Some vegetation adjacent to seating areas required maintenance (temporary barrier observed).</p>	A25	Maintain vegetation growth and monitor at all times, including any tree branches adjacent to seating areas and/or along pedestrian paths of travel.	Throughout exterior.	NA	NA	Maintenance Required			

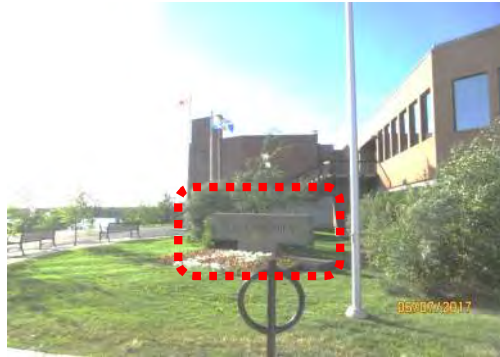
SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.8.3	<p>Rest Areas (Mounting Locations):</p> <p>At some locations where bench seating is provided, concrete pads are not level with adjacent brick paver surfaces (e.g., potential tripping hazard).</p> <p>No major signs of upheaval or disrepair of surfaces was identified but this requires ongoing monitoring.</p>	A35, A36	<p>Maintain transition between concrete/brick paver surfaces where required. A preliminary cash allowance is recommended.</p> <p>Monitor surface conditions over time to ensure no tripping hazards at existing bench locations.</p> <p>Mounting surfaces of benches require a large base to accommodate accessible rest areas for users of mobility aids, when upgrading existing bench locations. New locations for accessible benches and rest areas can be identified as a higher priority upgrade.</p>	Throughout exterior.	\$2,500.00	Varies TBD	Maintenance Required	\$2,500.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.8.4	<p>Amenities & Street Furniture:</p> <p>Standard picnic tables are provided and are not accessible (e.g., no accessible seating position and extended top surface on one end). Picnic tables are typically located on grass surfaces with no accessible route adjacent.</p> <p>No accessible picnic tables were identified.</p> <p>Grating used at base of trees is generally suitable. Colour contrast appears to have faded / worn.</p>	A26, A27, A34, A37, A38	<p>Provision to be reviewed by Facility Management. Provide at least one accessible picnic table in short term.</p> <p>Upgrading picnic tables over time as furniture is replaced and/or based on accommodation requests is recommended.</p> <p>An additional cash allowance is recommended between short & long terms.</p> <p>For tree gratings, ensure level transition at edges (e.g., no tripping hazards). Maintain strong colour contrast of grate surfaces to assist with identification by pedestrians. Regular monitoring and maintenance is required.</p>	Throughout exterior.	\$3,500.00	5 (minimum)	Facility Management Review	\$3,500.00	\$7,000.00	\$7,000.00
A.8.5	<p>Waste Receptacles:</p> <p>Open tops for disposal are mounted at accessible height. Colour contrast (black) is strong, compared to background and mounting surfaces.</p>	A26	<p>No upgrade recommended at this time.</p> <p>Facility Management to address accessibility as part of procurement of exterior site furniture and amenities when upgrades are made on an ongoing basis.</p>	Throughout exterior.	NA	NA	Facility Management Review			
Cost Summary								\$16,000.00	\$7,000.00	\$7,000.00
Total Cost A.8.0								\$30,000.00		

SECTION A PHOTOS: EXTERIOR ENVIRONMENTS



A1 Colour / tonal contrast is limited for exterior signage, which is also setback from main pedestrian routes.



A2 Colour / tonal contrast is limited for exterior signage (mounted on façade).



A3 Approach to City Hall from south west side, off of 49th Street. Post-mounted directional signage is provided.



A4 One (1) accessible on-street parking space (angled) is provided on south east side of site. No access aisle is provided. Curb ramp is blocked when vehicle is parked.



A5 Two (2) accessible on-street parking spaces (angled) are provided on south west side of site. No access aisle and curb ramp is provided and users must travel behind parked cars on roadway.



A6 Curb ramp (south east side, adj. to on-street accessible parking space): Running slope is suitable at 7.6 percent. No TWSI is provided. Transition between roadway and curb ramp surfaces is too high.



A7 Curb ramp (south east side, adj. to on-street accessible parking space): Transition between roadway and curb ramp surfaces is too high.



A8 Curb ramp (south east side, adj. to on-street accessible parking space): Transition between roadway and curb ramp surfaces is too high.



A9 Curb ramp (south east side, adj. to on-street accessible parking space): Running slope of flared side is suitable at 9.8%.



A10 Curb ramp (south east side, adj. to on-street accessible parking space): Running slope of flared side is suitable at 9%.



A11 View of staff parking lot (east side of site): No accessible parking spaces are provided.



A12 Accessible walkway (east side of site). Surface is in very good condition and is well maintained. No problems were identified.



A13 View of staff parking lot (east side of site): No accessible parking spaces are provided.



A14 Approach to rear staff entrance / exit (north east side of site). No problems were identified. Chains mounted between posts are not cane detectable for users with vision loss and may result in potential bumping / tripping hazards.



A15 Accessible walkway (view from north east side of site) is in very good condition and surface is well maintained. No problems were identified.



A16 No tactile walking surface indicators typically provided at curb ramps at pedestrian crosswalks.



A17 Accessible walkway, to accessible entrance (south side), is in very good condition and surface is well maintained. No problems were identified.



A18 Accessible walkway, to accessible entrance (south side), is in very good condition and surface is well maintained. No problems were identified.



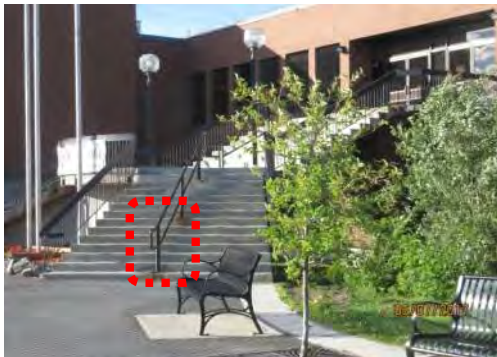
A19 Typical exterior waste receptacle is accessible for users of mobility aids (e.g., open top height for use). Black colour contrasts well with surroundings.



A20 Typical exterior bench seating is accessible. Adjacent clear space on at least one side of benches is not consistently provided.



A21 View of accessible sidewalks and walkways (south west side of site).



A22 View of staircase to main entrance which is not accessible. Handrail design is dated and not fully accessible. Stair tread and riser surfaces are in disrepair and rusting of handrails was evident at some locations.



A23 Typical exterior bench seating is accessible. Adjacent clear space on at least one side of benches is not consistently provided.



A24 Approach to waterfront, west side of site. Stamped concrete / brick paver surface is generally in very good condition.



A25 Some bench seating is not accessible, with no back support and adjacent clear space provided on at least one side (e.g., for transfers). Some vegetation also requires maintenance where it obstructs use of bench.



A26 Typical picnic tables are not accessible and are not provided on or as part of accessible route (e.g., placed on grass surface only).



A27 Typical picnic tables in background are not accessible and are not provided on or as part of accessible route (e.g., placed on grass surface only).



A28 Typical bench seating with arm rests, both sides. Space is potentially available at side of bench for transfers.



A29 Approach to waterfront (south west side). No problems were identified.



A30 Accessible walkway (view from north west side of site). No problems were identified.



A31 View of Somba K'e Park (north west side of site).



A32 View of Somba K'e Park (north west side of site).



A33 View of entry point, Frame Lake Trail (north side of site).



A34 Typical picnic tables in background are not accessible and are not provided on or as part of accessible route (e.g., placed on grass surface only).



A35 Some bench seating is not accessible, with no back support and at least one arm rest. Adjacent clear space provided on at least one side is typically limited size (e.g., for transfers).



A36 Transition between edge of concrete and brick paver surfaces is uneven and sloped, which results in potential tripping hazard.



A37 Generally, public sidewalks are well maintained, with surfaces in excellent condition. Suitable gratings are typically provided. Colour contrast appears to have faded for some grates.



A38 Generally, public sidewalks are well maintained, with surfaces in excellent condition. Suitable gratings are typically provided. Colour contrast appears to have faded for some grates.

SECTION B: INTERIOR ENVIRONMENTS

B.1.0 GENERAL COMMENTS

Interior Environments:

Key elements reviewed in this section include: Building entrances and reception areas / lobbies; interior circulation routes / doors; and elevators and washroom facilities.

Refer to Section D, for a review of Council Chambers, Meeting Rooms and Staff Offices.

The following summary observations were made at the time of the audit:

- (a) One of two entrances provided is accessible (south side), however, some non-compliance issues were identified related to the size of the entrance vestibule (e.g., limited clear floor space is provided), as well as the size and mounting locations of the power door operator controls (e.g., exterior and interior sides of accessible entrance vestibule).
- (b) Men's and Women's washrooms are identified as accessible through door-mounted signage, however, features and amenities are typically non-compliant. Overall design is not compliant with current accessible design standards/guidelines and expectations.
- (b) A universal washroom is provided on 2nd floor, in close proximity to Council Chambers. Some non-compliance issues were identified including lack of power door operator at entrance and some limited clearances for interior floor space.
- (c) An elevator is provided for access between floor levels and key accessibility features appear to be suitable.
- (d) Overall, additional strategies to accommodate users with varying types of disabilities, including both public and staff, may need to be addressed on an ongoing basis, as identified in this section.



SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.2.0 BUILDING ENTRANCES										
General Comments										
<p>One entrance to facility is not accessible due to stair access only (Referred to as West Entrance).</p> <p>One door of a multi-door entrance to the building is accessible (Referred to as South Entrance). Level access and a power door operator for users of mobility aids is provided. A gently sloped accessible route is provided to this entrance and is well maintained.</p>										
B.2.1	<p>Door Width: <u>Exterior / interior vestibule doors</u></p> <p>Clear width of 864 to 869 mm is compliant. Interior door closes very quickly.</p> <p>Accessible doors (both sides) are not consistently marked with the International Symbol of Accessibility (ISA) decal and/or signage is worn / faded. Exterior door is marked.</p>	B1 to B8	<p>Ensure accessible doors are marked with ISA decals (both sides).</p> <p>Coordinate with recommendations for vestibule upgrade.</p> <p>Refer to costing B.2.2.</p>	South entrance.	NA Refer to B.2.2	NA	Cash Allowance Recommended			
B.2.2	<p>Entrance Vestibule:</p> <p>Depth of vestibule (1543 mm in total) is non-compliant for accommodating users of mobility aids, especially larger scooters and power chairs.</p> <p>Only 560 mm clear width is provided between exterior door and interior door (when open, 90 degrees).</p>	B3, B4, B6	<p>Option 1: Expand vestibule to provide 1500 mm minimum clearance between doors that open in series (e.g., when interior vestibule door is in the open position). Coordinate provision of new PDO controls.</p> <p>Option 2: Alternatively, provide automatic sliding door system as part of existing vestibule (e.g., replace existing swing doors).</p>	South entrance.	\$25,000.00	NA	Cash Allowance Recommended			\$25,000.00
B.2.3	<p>Power door operator (PDO) controls and operation:</p> <p>PDO controls are not suitably mounted, since they are located on door jambs and are small size (e.g., difficult to identify). Use of PDO control for interior and exterior doors is obstructed by door swings, when they swing towards user. Doors open and close very quickly and need adjustment.</p>	B2, B3, B4, B5	<p>As priority & short term upgrade, provide new PDO controls (exterior and interior sides) 600 mm (min) to 1500 mm (max), clear of any inside corner or door swing. Re-adjust all door opening / closing timing as required.</p> <p>Alternatively, coordinate with vestibule upgrades B.2.2, depending on option implemented.</p>	South entrance.	\$5,000.00	Varies	Cash Allowance Recommended	\$5,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.2.4	Accessible entrance may be hard to identify and/or locate by users that are not familiar with the facility and when arriving at accessible parking area (e.g., no directional signage and door is not clearly visible due to setback etc.).	B1	Refer to Section A.2.0 for exterior signage upgrades.	South entrance.	NA	NA	Cash Allowance Recommended			
B.2.5	Door Hardware: Requires pinching of fingers and tight grasp to use. Some users who may be able to use stairs, may have difficulty using existing hardware.	B13, B14	Upgrade door hardware to large, D-pull type hardware or alternate accessible hardware. Address when hardware requires upgrading. No cash allowance is recommended at this time. Note: Assumed most users would enter via accessible entrance which is available.	West Entrance.	NA	NA				
Cost Summary								\$5,000.00	\$0.00	\$25,000.00
Total Cost B.2.0								\$30,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.3.0 MAIN RECEPTION AREAS & LOBBIES										
B.3.1	<p>Customer Service Counter:</p> <p>An accessible customer service counter is provided (in close proximity to main customer service counter), with suitable dimensions: Top surface at 788 mm high / 752 mm high knee space below at 469 mm depth / with 1102 mm clear width for approach.</p> <p>However, signage is limited and accessible counter & seating position may not be easily identified from a distance, especially for new users.</p>	B25, B27, B28	<p>Install overhead identification signage, with accessibility features (e.g., colour contrast, large size text, pictograph etc.).</p> <p>Ensure chair is not kept underneath counter service during regular hours in order that users of mobility aids can approach and use directly. Alternatively, ensure staff are trained to provide accommodations immediately and based upon request.</p> <p>Note: A moveable chair is provided. Top seat surface is 478 mm high, with arm rests. Seat surface is 494 mm wide and 456 mm depth which is suitable.</p>	2nd floor, Customer Service Dept.	\$1,500.00 Cash Allowance	Varies	Staff Training / Awareness	\$1,500.00		
B.3.2	<p>Assistive Listening Devices (ALD):</p> <p>No assistive listening device identified through signage (e.g., no International Symbol for Hearing Loss pictograph was identified, to indicate the availability of an ALD), for transaction counters.</p>	B23, B26, B27	<p>Provide assistive listening device (ALD) with required information signage (e.g., International Symbol for Hearing Loss), for at least one counter. A portable system may be suitable for use at all counters.</p> <p>Consider option for counter hearing loop devices, at all counters when upgrading in future.</p> <p>Note: A portable "UbiDuo" machine to facilitate one on one communication with people who are Deaf or hard of hearing may be more suitable to share across Departments. This device has also been successfully implemented by other municipalities across Canada.</p> <p>Refer to: https://www.scomm.com/product/ubiduo-2-wireless/</p>	2nd floor, Customer Service Dept. (accessible counter) All transaction counters, 2nd floor.	\$3,500.00 (ALD) Cash Allowance	1	Policy / Practice / Procedure Review	\$3,500.00		
B.3.3	<p>Departmental Service Counters:</p> <p>Departmental service counters are provided for standing height only (1100 mm typical).</p> <p>A separate accessible customer service counter is provided and is assumed to be available for all Departments to use.</p>	B20, B23, B26	<p>Refer to previous. No upgrade recommended at this time based on size of facility and level of use.</p> <p>Upgrade counters when interior renovations occur in future, to provide a lowered, accessible service counter for each department (on both public & staff sides of counter).</p>	2nd floor, Municipal Enforcement / Customer Service / Mayor's & Executive Offices.	NA	3	Detailed Study Required			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.3.4	<p>Reception Counter:</p> <p>No lowered section of transaction counter is provided, with top surface mounted at standing height at 1058 mm. No knee space is provided below for users of mobility aids.</p> <p>Hand cleanser dispenser mounted too high.</p>	B69, B70, B71	<p>Lower and/or relocate hand cleanser dispenser to accessible height (1200 mm max).</p> <p>Provide lowered accessible transaction counters and/or shelf. (Note: Based on limited public use, assumed to be lower priority and upgrade can be addressed when systems furniture is upgraded. Priority may change if staff request for accommodation is made).</p> <p>Install counter loop when upgrading and/or provide assistive listening device with required information signage (e.g., International Symbol for Hearing Loss). A portable system may be suitable for use at all counters.</p>	Main Floor, Community Services & Public Works.	\$5,000.00 Cash Allowance (Counters / ALD)	Varies	Maintenance Required		\$5,000.00	
B.3.5	<p>Waiting Area: Furniture</p> <p>Clear space for mobilities aids is provided on one side of furniture. Furniture is not accessible with seat and table surfaces too low. Aisles between couch & table is narrow at 555 mm, however, space is available at one end of furniture for users of mobility aids to position.</p> <p>Note: Seating surface of leather couches is 412 mm high. Top surface of table is 424 mm high.</p>	B29	<p>Provide one accessible bench with back & arm support. Provide an accessible side table.</p> <p>As furniture is upgraded over time, provide accessible seating and table options. This includes bench seating with arm rests and/or without arm rests to allow for transfer from wheeled mobility aids.</p>	Waiting Area, 2nd floor.	\$2,500.00 Cash Allowance	Varies	Facility Management Review	\$2,500.00		
B.3.6	<p>Waiting Area: Furniture</p> <p>No accessible seating option identified.</p> <p>Chair obstructs accessible path of travel. Seat surface is very low, including for Muskoka chairs provided on other side of lobby.</p> <p>Generally, circulation is suitable with ample floor space available if maintained.</p>	B9, B10, B11	<p>Relocate chair to keep accessible route clear.</p> <p>Provide one accessible bench with back & arm support. Provide an accessible side table.</p>	South entrance vestibule, main floor.	\$2,500.00 Cash Allowance	Varies	Facility Management Review	\$2,500.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.3.7	<p>Line-up Guides:</p> <p>A lower edge is not provided for cane detection along base. A horizontal band is provided at top, but it is not stable/firm and could result in potential tripping / bumping hazards for users with vision loss.</p>	B22	Provide accessible line-up guides with cane detectable base and/or limit their use to prevent potential bumping hazards for users with vision loss. To be monitored.	West entrance lobby, 2nd floor.	NA	NA	Facility Management Review			
B.3.8	<p>Information displays: (e.g., pamphlets)</p> <p>Displays are not provided along or adjacent to accessible route.</p> <p>(Note: A range of shelving heights is provided - top display is mounted at 1118 which is suitable for side approach and reach).</p>	B19	<p>Relocate information display shelves to interior entrance lobby, adjacent to accessible path of travel.</p> <p>Provide same information at accessible entrance location (main floor). Ensure key information is mounted at accessible height 1200 mm maximum.</p> <p>Facility Management to review all public displays for consistent placement of information to address accessibility needs, including display cabinets.</p>	<p>West entrance vestibule.</p> <p>South entrance vestibule, main floor.</p>	NA	NA	Policy / Practice / Procedure Review			
B.3.9	<p>Floor Surfaces:</p> <p>Matting was slippery at time of audit. Temporary warning signage was posted.</p>	B18	<p>Refer to B.4.9.</p> <p>Ensure flooring conditions are routinely monitored and maintained (e.g., matting provided and inspected) in order to prevent any potential slipping and tripping hazards during regular operating hours.</p>	West entrance vestibule.	NA	NA	Maintenance Required			
B.3.10	<p>Ceramic tile surfaces: Generally, surfaces were well maintained at time of audit with matte finish and limited to no glare reflected off of surface, which can be problematic for users with vision loss.</p>	B8, B9, B10	Ensure flooring surface is not highly polished and that a matte finish is maintained. Alternatively, weighted floor mats to be provided in order to reduce / minimize glare if required.	South entrance vestibule, main floor.	NA	NA	Maintenance Required			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.3.11	<p>Displays, Information Boards, Awareness & Alternate Formats:</p> <p>Some information and/or postings are mounted too high for users of mobility aids.</p> <p>Display cabinets typically have top surfaces mounted too high and/or were not designed with accessibility in mind for all features, including any printed information / text.</p>	B21, B24	<p>Provide key information at accessible height.</p> <p>Ensure posted information addresses accessibility issues for communications / print documentation etc.</p> <p>Provide all priority information and/or brochures to be displayed at accessible height and lower eye / reach level.</p> <p>Ensure staff at this location are provided with disability awareness / sensitivity training as part of City's broader and ongoing staff training initiatives. No Cash Allowance for training of key Staff at this location is provided at this time.</p>	City Hall (throughout interior).	NA	1 (Ongoing Training Modules)	Staff Training / Awareness			
			<p>If required, City should consider providing information re: accessibility conditions online, to assist users with understanding conditions, including areas where full access may not be available (e.g., 2nd floor). Provide future accommodations as required and based on request.</p>	Website.	Internal	Coordinate with Ongoing website upgrades.	Policy / Practice / Procedure Review			
Cost Summary								\$10,000.00	\$5,000.00	\$0.00
Total Cost B.3.0								\$15,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.4.0 INTERIOR CIRCULATION ROUTES & CORRIDORS										
General Comments										
<p>This section primarily addresses public circulation corridors and/or circulation corridors in staff areas where spaces are fixed. In many staff work areas, partitioning and / or furniture can be adjusted to increase floor space and / or to provide additional clear width for circulation corridors / routes.</p> <p>Refer to Section D of this report, for a review circulation related to spaces adjacent to staff offices (private) and/or work areas (partitioned).</p>										
B.4.1	<p>Accessible routes: Corridor clear width 920 mm (min) or 1500 mm (preferred), high circulation areas. 1100 mm (min) recommended.</p> <p>Central corridor between offices and boardroom is suitable clear width between 1307 to 1404 wide (reduced at column, adjacent to washroom entrance.</p> <p>Fire extinguisher projects more than 100 mm (115 mm) and is a potential bumping hazard, with bottom edge at 1037 mm high, which is not cane detectable for users with vision loss.</p>	B33, B59	Provide wing wall for cane detection of fire extinguisher and/or relocate where it does not project into accessible routes. Check all potential wall-mounted locations as part of interior maintenance.	<p>2nd floor corridor (adj. Boardroom).</p> <p>Entrance, Main floor (adj. to Office #118).</p> <p>Various locations, throughout interior.</p>	NA	2 (sampled) Other locations to be determined.	Maintenance Required			
B.4.2	Typical corridors are 1200 mm or wider. No major problems were identified for key circulation routes.	B33, B34, B35, B36, B38, B39, B40, B41, B42	No upgrade required.	2nd floor corridors (typical).	NA	NA				
B.4.3	Corridor is suitable at 1215 mm wide.	B62	No upgrade required.	Main floor, IT/Systems (Room #121A).	NA	NA				
B.4.4	<p>Corridor to elevator is 1500 mm or wider (typical), reduced to 1399 mm wide (where column projects).</p> <p>Overhead directional and elevator identification signage is difficult to identify from a distance.</p>	B45, B46, B47, B48	<p>Provide additional informational and directional signage to assist users with locating elevator to access to 2nd floor. Provide signage closer to accessible entrance and lobby area.</p> <p>Monitor placement of cabinetry and other equipment to ensure clear width of route to elevator and adjacent floor space is not obstructed.</p>	Entrance lobby, Main floor.	\$1,500.00 Cash Allowance		Maintenance Required	\$1,500.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.4.5	Central corridor is 1500 mm or wider (typical). Fire extinguisher projects 255 mm and base is not cane detectable at 1219 mm high, resulting in a potential bumping hazard.	B59, B60, B61	No upgrade required related to corridor clearances. Relocate fire extinguisher and/or provide wing-wall for cane detection and to prevent potential bumping hazards. Refer to Section C.5.0, Emergency Systems.	Main floor, corridor adjacent to entrance & corridor adjacent to Room #121A.			Maintenance Required			
B.4.6	Central corridor clear width is limited at 1051 mm wide. Adjacent circulation areas typically have ample clear width and are also well maintained. Note: NBC allows 920 mm clear width (minimum).	B66, B67, B68, B69	If space is reconfigured in future, increase corridor clear width to 1100 mm or wider (preferred) based on expected level of use.	Central corridor, Main Floor (HR & Public Works).	NA	NA	Facility Management Review			
B.4.7	Accessible routes: Corridor clear width 920 mm (min) or 1500 mm (preferred), high circulation areas. 1100 mm (min) recommended. 1222 to 1245 mm minimum clear width is provided and is suitable.	B70, 71, B72	No upgrade required at this time.	Main floor, corridors (south side), adj. to Community Services Area.						
B.4.8	Some corridor clearances are temporarily obstructed due to placement of equipment / furniture, boxes etc. However, suitable clear width appears to be available.	B43, B44, B73	Remove stored items to maximize clear width for circulation in all corridors, for users of mobility aids. Ensure 1100 mm clear width (minimum).	2nd floor, west side (various locations); Main floor, corridor adjacent to Staff Kitchen.	NA	NA	Maintenance Required			
B.4.9	Floor Surfaces: Floor mats/runners were slippery at time of audit. Signage was posted to advise users of potential slippery conditions. Some glare was observed, reflected off vinyl floor surfaces but it was considered minor.	B18, B20, B22, B23, B25, B26 B33, B34, B35	Ensure matting is cleaned / maintained after-hours, where it results in potential slipping hazards (e.g., full carpet cleaning). Ensure adjacent flooring surfaces (e.g., tile or vinyl) are not highly polished in order to prevent potential slipping hazards and problems with glare. Where matting is used, ensure edges are secured (e.g., double-sided adhesive tape, use of weighted mats and/or other measures). Ensure mats are well maintained in order to prevent tripping hazards for all users.	2nd floor, Entrance lobby and waiting area. 2nd floor corridors (various locations).	NA	NA	Maintenance Required			
Cost Summary								\$1,500.00	\$0.00	\$0.00
Total Cost B.4.0								\$1,500.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.5.0 DOORS & DOORWAYS										
General Comments	<p>This section addresses key circulation doors, including entrances into Departments that are provided on each floor. Additional doors related to other spaces such as Council Chambers, Staff Offices and Meeting Rooms are addressed in Section D of this report.</p> <p>Refer to Mapping Section of this report for door identification (e.g., clear width dimensions) throughout the facility and a summary of key information, recognizing the number of doors that were reviewed for this location.</p> <p>Due to overall conditions of facility, with limited or no accessibility features provided, the recommended short term priority for upgrades is to provide accessibility for staff, as accommodations are requested. There appears to be limited public access to staff work areas, recognizing main entrances off of public corridors are secured.</p>									
B.5.1	<p>Main Departmental Entrance(s): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>More recently renovated entrances (e.g., solid wood finish) to Departments or Offices have 852 mm clear width or more, with lever door hardware (typical). Door surfaces contrast well with adjacent walls.</p> <p>No power door operators are provided. Doors are secured at all times.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B26, B28, B30, B31	<p>No upgrades are required.</p> <p>Optional: Provide power door operator to at least one main entrance to Staff areas. Provide International Symbol of Accessibility decal to identify accessible door. To be determined based on staff request for accommodation and / or if high level of public use is expected.</p> <p>Upgrade is not considered a high priority at this time since door is secured access only for staff use. There is no public access to these areas unless accompanied by staff.</p> <p>A cash allowance for two (2) power door operators is recommended. Entrances to Mayor's & Executive Offices identified as highest priority and expected level of use.</p>	<p>Entrance, Municipal Enforcement, 2nd floor. (sampled).</p> <p>Staff Entrances (2nd floor, secured):</p> <p>Mayors & Executive Offices (2); Enforcement (1); Customer Service (1).</p>	\$3,500.00 (power door operator)	2 Power Door Operators (PDO's)	Facility Management Review		\$7,000.00	

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.5.2	<p>Main Departmental Entrance(s): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>850 mm clear width is provided and is suitable for existing condition. Knob door hardware is not accessible.</p> <p>No power door operator is provided. Door is secured (staff use only).</p> <p>Glazing, bottom edge is mounted too high at 1117 mm, for users of mobility aids.</p>	B58, B59	<p>Modify door to provide lower glazing (bottom edge at 900 mm max.). Provide lever door hardware.</p> <p>Optional: Provide power door operator. To be determined based on staff request for accommodation and / or if high level of public use is expected.</p> <p>Upgrade is not considered a high priority at this time based on staff use only (e.g., door is secured access only). <u>This door location is preferred for public access, including users of mobility aids, since other main entry door to Departmental Area and Staff Offices is non-compliant overall.</u></p> <p>A cash allowance for a power door operator is recommended.</p>	<p>Entrance, Main floor (adj. to Office #118).</p>	<p>\$500.00 (lever hardware set)</p> <p>\$1,500.00 (glazing)</p> <p>Optional: \$3,500.00 (power door operator)</p>	<p>1 door</p> <p>Various upgrades</p>	<p>Facility Management Review</p>	\$2,000.00	\$3,500.00	
B.5.3	<p>Main Departmental Entrance(s): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>855 to 857 mm clear width is provided and is suitable for existing condition. Knob door hardware is not accessible.</p> <p>Note: No power door operator is provided at these main entrances. It appears doors are kept open during regular hours.</p>	B62, B64, B65	<p>Provide lever door hardware.</p> <p>No power door operators are recommended at this time, unless based on staff request for accommodation, and / or if a high level of public use is expected. Some doors are kept open during regular hours.</p> <p>Upgrade is not considered a high priority at this time, since area has limited public use.</p> <p>No cash allowance for power door operators is recommended at this time.</p>	<p>Entrance, Main floor (Room # 129), Human Resources.</p> <p>Entrance, Main floor (Room #106), Public Works, Community Services & HR.</p> <p>Entrance, Main Floor (Room #121A), IT / Systems.</p>	<p>\$500.00 (lever hardware set)</p> <p>Optional: \$3,500.00 (power door operator)</p>	3		\$1,500.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.5.4	<p>Main Departmental Entrance(s): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Only 842 mm clear width is provided with high glazing (bottom edge at 1063 mm). On public side, there is no clear wall / floor space at latch side of door. However, door appears to be staff use only and is secured. Security Control is 1144 mm centre which is suitable.</p> <p>Door weight is very heavy. Knob door hardware is not accessible.</p>	B74	<p>Provide lever door hardware. Adjust door closer to allow opening pressure/force of 5 pounds (max).</p> <p>A power door operator is required due to limited clear floor and wall space at latch side of door (600 mm minimum required). (Note: It does not appear that this door can be widened due to limited adjacent wall space. Detailed review/design is required).</p> <p>No power door operator is recommended at this time based on staff use only (e.g., door is secured access only). Consider upgrade if staff request for accommodation, and / or if a high level of public use is expected.</p> <p>Upgrade is not considered a high priority at this time, since area has limited public use.</p> <p>No cash allowance for power door operator is recommended at this time.</p>	Secondary Entrance, Main floor, Public Works, Community Services.	\$500.00 (lever hardware set) Optional: \$3,500.00 (power door operator)	1	Facility Management Review	\$500.00		
B.5.5	<p>Exit Door (Ground Level):</p> <p>Wall and floor space clearance (latch side of door) for approach by users of mobility aids is not provided due to location of radiator at base.</p>	B63	<p>Coordinated upgrades are required for the facility as a whole if it is determined that all <u>exit doors</u> will be upgraded over time.</p> <p>Note: Exit door clear width was not measured at this location. Refer to Section C.5.0.</p>	Main floor, exit (north west side).	NA	NA	Facility Management Review			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.5.6	<p>Entrance/Exits to stairwells (Ground Level): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear width of 840 mm is suitable for existing condition (reduced to 810 mm at push bar hardware). Appears typical for exit doors.</p> <p>Additional Notes:</p> <p>Stair #1, interior door (sampled): Lower edge of glazing is too high for users of mobility aids, above 900 mm from floor. However, required clear wall space at latch side of door is also not provided.</p> <p>Level access to exterior is not currently provided for users of mobility aids due to high transition to exterior walkway (one step).</p> <p>Stair #2: No direct, level access to grade level is provided from main floor and through stairwell.</p>	B75, B76	<p>No cash allowance for upgrades is recommended at this time.</p> <p>Coordinated upgrades are required for the facility as a whole if it is determined that all exit doors will be upgraded over time. Review of exiting requirements and evacuation planning for users with disabilities is required to prioritize upgrades related to exit doors / stairwells. Refer to Section C.3.0.</p> <p>Modify interior stairwell door to provide lower glazing (bottom edge at 900 mm max.). A power door operator is required due to limited clear floor and wall space at latch side of door (600 mm minimum required). (Note: It does not appear that this door can be widened due to limited adjacent wall space. Detailed review/design is required).</p> <p>No power door operator is recommended at this time based on staff use only and no level access to grade provided. No staff using mobility aids were identified at time of audit. Consider prioritizing upgrade if there is a staff request for accommodation, and / or if a high level of public use is expected. Upgrade is not considered a high priority at this time, since area has limited public use.</p>	Stair #1, Main Floor (north east side).	<p>NA</p> <p>TBD: (Optional)</p> <p>\$500.00 (lever hardware set)</p> <p>\$1,500.00 (Glazing)</p> <p>\$3,500.00 (power door operator)</p>	NA				
Cost Summary								\$4,000.00	\$10,500.00	\$0.00
Total Cost B.5.0								\$14,500.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)			
								P1 Short-Term	P2 Medium-Term	P3 Long-Term	
B.6.0 RAMPS											
General Comments	None provided at this location.										
								Cost Summary	\$0.00	\$0.00	\$0.00
								Total Cost B.6.0	\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.7.0 STAIRS & STEPS										
General Comments	Generally, stairs appear to be original design. Two (2) exit / circulation stair systems are provided at the northeast and southeast sides of the building. Refer to Mapping Section of this report for stair locations. Stair #1 (northeast side) was reviewed for typical conditions. Landing 2634 mm wide by 1728 mm depth (total dimensions).									
B.7.1	<p>Handrail Provision:</p> <p>Typically provided on both sides at suitable height and with suitable grasping dimensions.</p> <p>No extensions are provided (top & bottom).</p> <p>Handrails have strong colour contrast (e.g., painted brown/black compared to beige wall colour and mounting surface).</p>	B77, B78, B79, B81	<p>Provide handrail extensions, with suitable returns (to the wall or floor) on top and bottom landings, and ensure suitable grasping dimension. Confirm all handrail requirements to determine if full upgrade / replacement is preferred.</p> <p>Based on limited to no public use, upgrade not considered a high priority and can potentially be addressed as part of future upgrades to stairs when other work is undertaken. Stairs appear to be used by staff for circulation. Address as higher priority if requested by staff as an accommodation.</p> <p>Note: Space may not be available at some bottom landings to accommodate horizontal extensions, which would project into adjacent route and/or project into accessible route to exit door.</p>	Stair #1 & #2.	<p>\$2,500.00 per stair system (2 or 3 sets per stair)</p> <p>Cash Allowance</p>	2	Cash Allowance Recommended		\$5,000.00	
B.7.2	<p>Tread Nosings:</p> <p>No colour contrasted nosings are provided.</p>	B78, B79, B81	<p>Upgrade stair tread nosings, with colour contrasted,, slip resistant nosings (50 mm depth minimum, extending full width of each tread).</p> <p>Based on level of use, upgrade is not considered a high priority, unless staff accommodation is requested.</p>	Stair #1 & #2.	<p>\$5,000.00 Cash Allowance</p> <p>\$30.00 per tread (+/-)</p>	150 stair treads (+/-)	Maintenance Required		\$5,000.00	
B.7.3	<p>Tactile Warning Surface Indicators (TWSI):</p> <p>None provided at top landings.</p>	B80, B81	<p>Install TWSI's at top landings of exit stairs.</p> <p>Based on level of use, upgrade is not considered a high priority unless staff accommodation is requested.</p>	Stair #1 & #2.	\$1,500.00 ea.	2			\$3,000.00	
Cost Summary								\$0.00	\$13,000.00	\$0.00
Total Cost B.7.0								\$13,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.8.0 ELEVATORS, LIFTS & ESCALATORS										
General Comments	<p>Based on size of building, number of floors (2) and facility occupancy / level of use, elevator appears to be suitable size. Elevator cab is 1759 mm wide by 1306 mm depth. Users of larger mobility aids may have difficulty with maneuverability due to limited interior floor space dimensions.</p> <p>Hall call buttons are suitably mounted at 900 mm centre. Push buttons are large size and illuminate when activated. Tactile directional arrows are provided above push buttons.</p> <p>Audible "beep" signals are provided for up and down movement / travel and for users with vision loss. One "beep" when arriving at 2nd floor level.</p>									
B..8.1	<p>Elevator Provision:</p> <p>Key features of elevator are compliant, based on existing elevator model and size. Entrance door clear width is suitable at 915 mm. Control panel buttons are mounted at suitable height, include braille/tactile signage and illuminate when activated. Main floor button is identified with required symbol ("star") for users with vision loss.</p> <p>Entrance door and frame is colour contrasted with adjacent walls, to assist with identification by users with vision loss. No door jamb signage is provided (both floors).</p> <p>Emergency phone door handle is not accessible and informational / instruction signage is temporary with no accessibility features.</p> <p>Handrail is not provided on all sides (on rear wall only).</p>	B49 to B57 B55, B56	<p>Adjust door opening / closing timing when elevator is serviced, as part of routine maintenance. Adjust door closing timing to 5 seconds or more.</p> <p>Provide door jamb signage (both sides of entrance door, both floors).</p> <p>Install handrail on side walls (2).</p> <p>Provide accessible handle on door panel for emergency phone and install suitable information and instructional signage.</p>	Elevator.	\$3,500.00 Cash Allowance	1	Maintenance Required	\$3,500.00		
B.8.2	<p>Elevator Cab:</p> <p>Floor space is limited, especially for users of larger wheeled mobility aids who may not be able to turn around fully and require backing out. No overhead mirror is provided.</p>	B51	<p>Install a flat mirror, mounted between the ceiling and handrail on the wall opposite to the door.</p>	Elevator.	\$1,200.00	1		\$1,200.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.8.3	Circulation / Elevator Lobby: Approach to elevator ranges between 1247 to 1741 mm wide (corridor). Lobby area in front of elevator (main floor) is 2237 mm wide which is suitable, reduced to 1520 mm wide at display case.	B48	Relocate display case and/or provide alternate display case that maximizes available floor space.	Elevator Lobby, Main Floor.	NA	NA	Facility Management Review			
B.8.4	Visual Indicator: No overhead visual cab position indicator signal is provided, beneficial for users with hearing loss to identify location of elevator when hall call button is activated.	B49, B57	Provide visual indicators above entrance door or alternate location to identify cab position.	Main & 2nd floors.	\$1,500.00 ea.	2		\$5,000.00		
B.8.5	General: Interior cab lighting level is low.	B51	As part of maintenance, upgrade lighting level by installing higher intensity bulbs for existing fixtures. Upgrade if required.	Elevator.	NA	NA	Maintenance Required			

Cost Summary	\$9,700.00	\$0.00	\$0.00
Total Cost B.8.0	\$9,700.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.0 WASHROOM FACILITIES										
<p>General Comments</p> <p>Separate Men's and Women's multi-occupancy washrooms are provided for public & staff (main floor, adjacent to Boardroom). Washrooms are identified as accessible through door mounted signage at entrances, which also includes the International Symbol of Accessibility. However, accessibility features are dated and are generally non-compliant.</p> <p>Overall, there does not appear to be any additional space to provide a separate, universal washroom adjacent to existing washrooms on main floor.</p> <p>Separate Men's and Women's multi-occupancy washrooms are provided for staff (2nd floor, Mayor's & Executive Offices Area). Washrooms are identified as accessible through door mounted signage at entrances, which also includes the International Symbol of Accessibility. However, accessibility features are dated and are generally non-compliant.</p> <p>A public universal washroom is provided on 2nd floor, adjacent to the Customer Service Department.</p>										
B.9.1	<p>General:</p> <p>Washrooms (single occupancy) are not accessible. Interior floor space is very limited.</p> <p>Clear width of entrance doors are also too narrow at 645 mm wide (Room #127 & #128)</p>	B82, B83, B84	<p>When renovating spaces in future, consider full washroom upgrades where floor space allows. Existing floor space for staff washrooms is very limited and does not allow for expansion unless extensive renovation occurs. Detailed design and review is required for compliance.</p> <p>Consideration of the provision of a universal washroom for staff use, in an alternate location may be a preferred option, where floor space is available.</p> <p>No cash allowance for upgrades related to these washrooms is recommended at this time.</p>	<p>Washroom, 2nd floor, Staff Lunchroom (1).</p> <p>Washrooms, Main level, Room #127 & #128.</p>	<p>NA</p> <p>\$25,000.00 ea. (Universal Washroom)</p> <p>Cash Allowance</p>	3	Detailed Study Required			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.2	<p>Universal Washroom: General</p> <p>Suitable clear door width of 863 mm is provided.</p> <p>No power door operator is provided.</p> <p>Door mounted signage is not accessible.</p> <p>No emergency alarm is provided.</p>	B101 to B106	<p>Short Term: Provide accessible universal washroom identification signage, with braille/tactile features (mounted at latch side of door etc.). Provide power door operator and locking mechanism.</p> <p>Provide emergency alarm with signage.</p> <p>Provide rear grab bar at toilet.</p> <p>Provide accessible automatic hand dryer.</p> <p>Provide L-shaped grab bar on side wall at toilet.</p> <p>Provide toilet seat cover for support.</p> <p>Lower sanitary disposal bin at side of toilet, below grab bar.</p>	Universal Washroom, 2nd floor.	\$5,000.00	Varies	Detailed Study Required	\$5,000.00		
B.9.3	<p>No clear turning circle 1500 mm (minimum) and/or 1700 mm (preferred) is provided as part of floor space and clear of all fixtures. Wall at entrance vestibule results in awkward configuration and reduces clear floor space. Lavatory is mounted too close to toilet front edge (745 mm clearance between), preventing transfer at front.</p> <p>Toilet seat height is suitable at 462 mm but no cover is provided. Toilet paper dispenser is not mounted in line with front edge of toilet (centre of dispenser mounted at 422 mm from front edge).</p> <p>No rear grab bar is provided at toilet. Side grab bar is not L-shaped. Horizontal bar is mounted at 901 mm high. Sanitary disposal bin mounted too high at side of toilet.</p> <p>Flip-down grab bar is provided at side of toilet, but it appears flimsy, and it is difficult to use when in down position (requires pull up, then down).</p>	B102, B103, B104, B105	<p>Long Term: Remove wall at entrance vestibule and provide 1700 mm clear turning circle.</p> <p>Reconfiguration of toilet and sink is assumed to provide clear turning circle 1700 mm preferred (1500 mm minimum). Detailed design and review is required to confirm interior layout and floor space dimensions.</p> <p>Additional Notes:</p> <ul style="list-style-type: none"> - Suitable clear transfer space at side of toilet is provided at 1200 mm. - Centre of toilet from side wall is mounted at suitable distance of 480 mm, with flush control on transfer side. - Floorspace adjacent to toilet: 1887 mm wide by 2070 mm depth (between wall at vestibule). Clear space from edge of toilet to wall at vestibule is only 1389 mm (diameter). - Top of folding grab bar at side if toilet is 902 mm high, with bottom rail at 788 mm. 	Universal Washroom, 2nd floor.	\$5,000.00	Varies	Detailed Study Required		\$5,000.00	

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.4	<p>Lavatory:</p> <p>Mounting location limits maneuverability of mobility aids and transfer at front of toilet (745 mm clear width from front edge of toilet to side of sink).</p> <p>Paper towel dispenser control is not accessible (requires tight grasping / pinching of fingers to use). Mounting height suitable at 1030 mm high.</p>	B103, B106	<p>Relocate lavatory and provide accessible hand dryer (automatic preferred) and/or lever control. Coordinate with interior renovation (wall removal).</p> <p>No additional cash allowance is recommended. Refer to previous.</p> <p>Notes: Top surface is suitably mounted at 844 mm high, with knee space height below suitable at 765 mm (to depth of 366 mm). Lever blade faucet is suitable. Mirror is suitably mounted, with bottom edge at 992 mm high. Soap dispenser suitably mounted at 1136 mm, 380 mm from front edge of lavatory.</p>	Universal Washroom, 2nd floor.	NA	NA	Detailed Study Required			
B.9.5	<p>Entrances: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Washrooms are identified as accessible through door signage.</p> <p>Clear door width is non-compliant, at only 738 mm. No power door operator is provided.</p> <p>Clear width of entry vestibule corridor into washroom is reduced to 950 mm (measured between wall and partition, Men's).</p> <p>Note: Same conditions are typical for both Men's & Women's.</p>	B107 to B111 B112 to B116	<p>Option 1: In lieu of renovating two washrooms to provide accessibility, provide a new universal washroom for staff when interior is renovated over time and/or based on staff request for accommodation.</p> <p>Remove International Symbol of Accessibility signage at existing washrooms.</p> <p>Note: Consider space adjacent to existing Men's washroom.</p>	Men's & Women's, Staff Washrooms, 2nd floor.	\$25,000.00 Cash Allowance	NA	Facility Management Review			\$25,000.00

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.6	<p>Accessible stalls:</p> <p>Entrance door is suitable clear width at 872 mm but does not fully self-close. No clear turning circle of 1500 mm (minimum) is provided inside.</p> <p>Generally, no accessible design features were identified and/or they are non-compliant (e.g., intended accessible stall features). Toilet flush control is not on transfer side (Men's). Grab Bars are non-compliant where provided (e.g., grasping dimension, angled mounting at side & length).</p>	B111, B116	<p>Option 2:</p> <p>Alternatively, each washroom would need full upgrade to provide compliant accessibility features, including:</p> <ul style="list-style-type: none"> - entrance with power door operator - lavatory - stalls (increase interior floor space to provide turning circle and transfer space at side) - amenities (e.g., lavatory & amenities, grab bars, mirrors, door hardware, emergency alarms, auto hand dryers etc.). <p>Detailed design and review is required.</p> <p>No cash allowance for upgrades related to these washrooms is recommended at this time.</p>	Men's & Women's, Accessible Staff Washrooms, 2nd floor.		1	Detailed Study Required			
B.9.7	<p>Additional Notes:</p> <p>Same conditions are typical for both Men's & Women's, including the following sampled features / amenities: (Men's sampled)</p> <ul style="list-style-type: none"> - Lavatories are mounted too close, side by side and top surface is too high at 854 mm (781 mm knee space below). Lower edge of mirror is mounted too high at 1142 mm. - Stall is 1525 mm wide by 1481 mm depth. Clear width of 1324 mm is suitable, for approach to stall. - Toilet is mounted too high at 500 mm. - Paper towel dispenser is mounted too high. 			Men's & Women's, Accessible Staff Washrooms, 2nd floor.	NA	NA				
B.9.8	<p>Accessible route / corridor:</p> <p>Limited clear width of 1334 mm is provided along corridor to washroom entrances which makes maneuverability difficult when trying to enter washrooms, especially for users of larger wheeled mobility aids.</p>	B85	<p>No upgrade required. Refer to following recommendations in this section related to these washrooms.</p>	Men's & Women's Accessible WR (Main floor).	NA	NA	Facility Management Review			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.9	<p>Entrances & Floor Space: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Washrooms are identified as accessible through door signage.</p> <p>Clear door width is non-compliant, less than 810 mm (748 mm). <u>Required wall and floor space clearance at latch side of doors is not provided (interior side).</u> <u>No power door operators are provided.</u></p> <p>Generally, no accessible design features were identified and/or they are non-compliant (e.g., intended accessible stall features). Grab Bars are non-compliant where provided.</p> <p>Door opening weight is very heavy and non-compliant (10 pounds or more opening pressure, measured at Men's.)</p> <p>Interior floor space is very limited.</p>	B85 to B100	<p>Remove door signage identifying washrooms as accessible. Washrooms to be designated as regular washrooms.</p> <p>Provide informational and directional signage to guide users to Universal Washroom, 2nd floor.</p> <p>Refer to B.9.10.</p>	Men's & Women's Accessible WR (Main floor).	\$1,500.00	Varies (signage design & dev.)		\$1,500.00		
B.9.10			Based on existing conditions overall, in lieu of extensive renovations for two (2) washrooms, provide a separate universal washroom for public / staff use. (Note: Room adjacent to Archives may be a possible location).	Main Floor. (TBD)					\$25,000.00	

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.11	<p>Accessible stalls:</p> <p>870 mm clear width of door is suitable. However, stall doors swing in which restricts maneuverability inside and self-closing requires adjustment (Women's).</p> <p>Overall, stalls are not consistently designed in both washrooms.</p> <p>No clear turning circle of 1500 mm (minimum) is provided inside. Transfer space beside toilet is non-compliant in Men's at 780 mm clear width, suitable in Women's at 908 mm wide.</p> <p>Lever flush handle is not on transfer side and toilet seat is too high at 491 mm (Men's)</p> <p>Note: Stall dimensions: 2866 mm length by 1418 mm depth (Men's); 1589 mm wide by 1683 mm depth (Women's). 1500 by 1500 mm clear floor area is not provided in front of stalls for maneuverability / approach adjacent to stall entrances.</p>	B91, B92, B98, B99	<p>Refer to B.9.9 and B.9.10</p> <p>Short Term: Remove washroom identification signage on doors and ensure washrooms are not identified as accessible.</p> <p>Washrooms generally require a full redesign.</p> <p>All details and features to be validated as part of detailed design and review.</p> <p>Note: Other stall door features are typically not accessible (e.g., door is not self-closing, locking hardware etc.). Coat hooks typically mounted too high at 1594 mm (Men's sampled). Partitions also appear to be dated and in general disrepair.</p> <p>Angled grab bars at side of toilet and are grab bar grasping dimension (e.g., narrow) are non-compliant (both washrooms).</p>	Men's & Women's Accessible WR (Main floor).						
B.9.12	<p>Lavatory:</p> <p>Top surface mounted too high at 871 mm and lower edge of mirror too high. Limited clear width between partitions for approach at 837 mm (Men's, sampled).</p> <p>Knob faucet control is not accessible. No pipe protection below (both washrooms). Soap dispenser too high or requires long reach.</p> <p>Paper towel dispenser controls require twisting of wrist and mounted too high at 1412 mm (Men's).</p>	B89, B96	<p>Refer to B.9.9 and B.9.10</p> <p>No upgrade required. Refer to other recommendations in this section for these washrooms.</p>	Men's & Women's Accessible WR (Main floor).						

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.13	Lighting: Interior light switches are mounted too high at 1250 mm (Women's). Automatic occupancy sensor is provided in Men's.	B93, B97	Refer to B.9.9 and B.9.10 No upgrade required. Refer to other recommendations in this section for these washrooms.	Men's & Women's Accessible WR (Main floor).	NA	NA				
B.9.14	Urinal: A lowered, floor mounted urinal is provided. Flush control is too high.	B90	Refer to B.9.9 and B.9.10 No upgrade required. Refer to other recommendations in this section for these washrooms. Note: Only one (1) is provided. No upgrade required unless more than one (1) urinal, if retrofitting washroom was under consideration.	Men's Accessible WR (Main floor).	NA	NA	Cash Allowance Recommended			
B.9.15	Urinal: No lowered, accessible urinal is provided. A step is provided in front of urinal.	B110	Refer to B.9.5 Note: Only one (1) is provided. No upgrade required unless more than one (1) urinal, if retrofitting washroom was under consideration.	Men's Accessible Staff Washroom, 2nd floor.	NA	NA	Cash Allowance Recommended			
Cost Summary								\$6,500.00	\$30,000.00	\$25,000.00
Total Cost B.9.0								\$61,500.00		

SECTION B PHOTOS: INTERIOR ENVIRONMENTS



B1 Approach to accessible entrance (south side). Exterior accessible door is marked with International Symbol of Accessibility, but interior doors are not.



B2 Accessible entrance (south side): Power door operator control (exterior) is too small and difficult to locate. Door hardware is not accessible.



B3 Accessible entrance (south side): Floor space is limited for interior vestibule, including space between two doors in series.



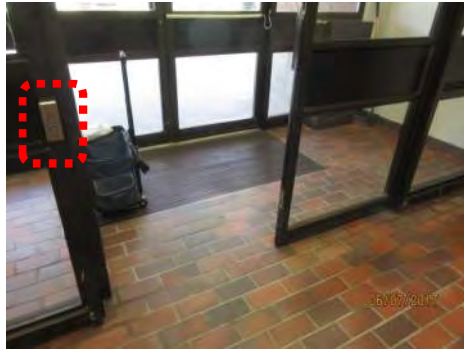
B4 Clearance between doors is non-compliant and very limited. Use of PDO control for exterior door is obstructed by door swing.



B5 Accessible entrance (south side): Power door operator control (interior) is too small and difficult to locate.



B6 Clearance between doors is non-compliant and very limited. Use of PDO control for exterior door is obstructed by other door swinging towards control.



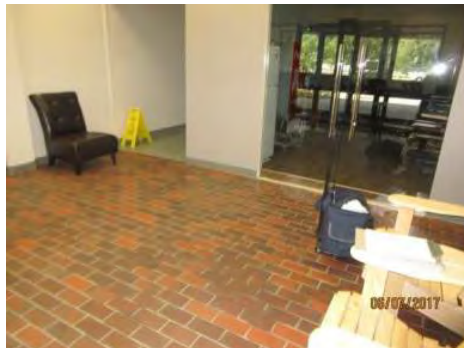
B7 Accessible entrance (south side): Power door operator control (interior) is too small and difficult to locate.



B8 View of interior lobby, accessible entrance (south side). Area is well maintained.



B9 View of interior lobby (South entrance, main floor). Generally, seating provided is not accessible. Floor space is well maintained.



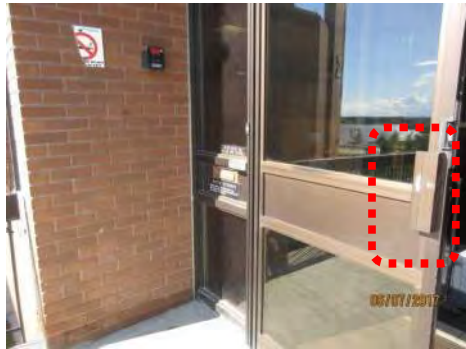
B10 View of interior lobby (South entrance, main floor). Generally, seating provided is not accessible



B11 South entrance, main floor: Chair obstructs clear width of accessible route and corridor to elevator.



B12 West entrance is not accessible for users of mobility aids due to stair access only.



B13 Main entrance (west side): Door hardware is not accessible for users with limited manual dexterity. Signage is dated (Refer to Section C of this report).



B14 Main entrance (west side): Door hardware is not accessible for users with limited manual dexterity.



B15 Main entrance (west side): Temporary signage is posted and does not include accessibility features. Information was difficult to read due to glare at time of audit.



B16 Main entrance (west side): Entrance is not accessible due to stair access only.



B17 Main entrance (west side): Entrance is not accessible due to stair access only.



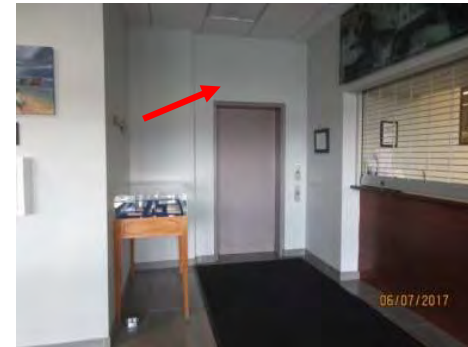
B18 Main entrance (west side): Temporary signage is posted to advise that floors are "slippery".



B19 Main entrance (west side): The same information is not provided at accessible entrance or at an adjacent accessible location.



B20 2nd floor, Building Enforcement / Municipal Inspections Department.



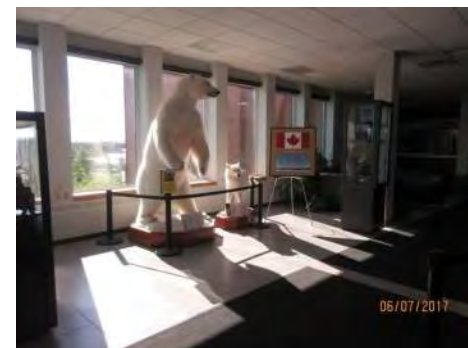
B21 2nd floor, elevator: No elevator identification signage with pictogram is provided. Elevator entry and framing is colour contrasted for visibility. No overhead elevator cab position (visual indicator) is provided.



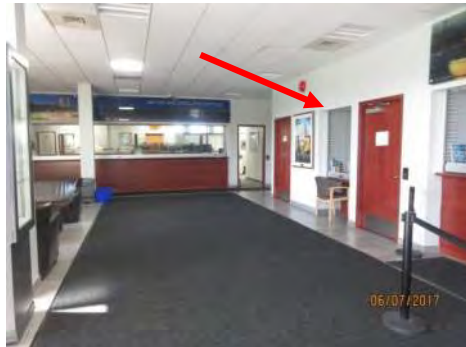
B22 2nd floor, entrance lobby: Line up guides do not have cane detectable lower edge which may result in bumping / tripping hazard for users with a vision loss.



B23 2nd floor, Customer Service Counter. A lowered, accessible counter is provided adjacent to stand-up counter but may be difficult to identify.



B24 2nd floor, entrance lobby and display area.



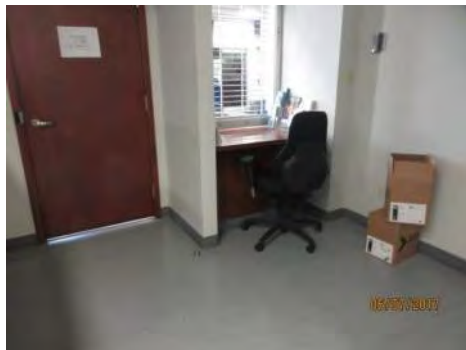
B25 Main Floor, Customer Service Desk: Accessible counter & seating position may not be identifiable from a distance due to lack of overhead identification signage.



B26 2nd floor, Mayor's and Executive Offices Counter. Floor space is well maintained. Entrance clear width is suitable.



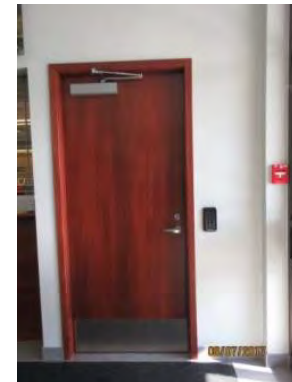
B27 Main Floor, Customer Service Desk: Public Side. No signage identifying availability of assistive listening device for users with hearing loss identified.



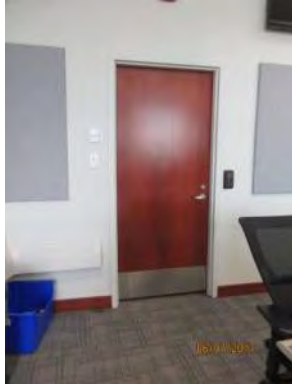
B28 Main Floor, Customer Service desk: Public Side. Entrance clear door width is suitable.



B29 2nd Floor, Waiting Area: Clear space for mobilities aids is provided on one side of furniture. Furniture is not accessible with seat and table surfaces too low.



B30 Doors & Doorways: Clear door width is suitable for existing condition. Lever door hardware is accessible.



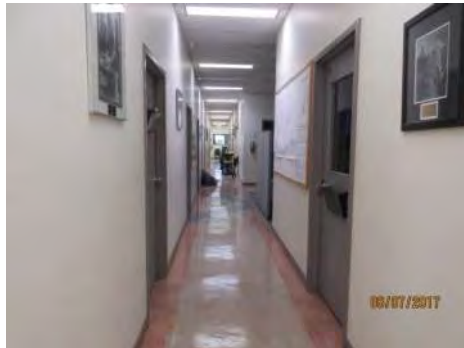
B31 Council Chamber, Entrance to Mayor's Executive Offices (2nd floor): Clear door width is suitable for existing condition. Lever door hardware is accessible.



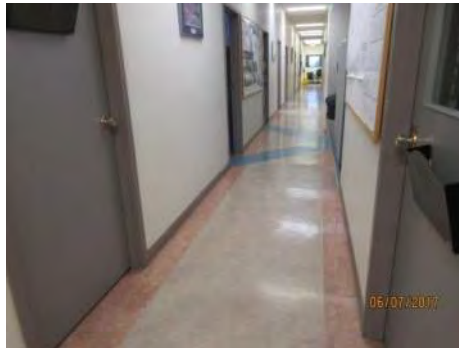
B32 2nd floor, interior circulation, Mayor's & Executive Offices: View of corridor.



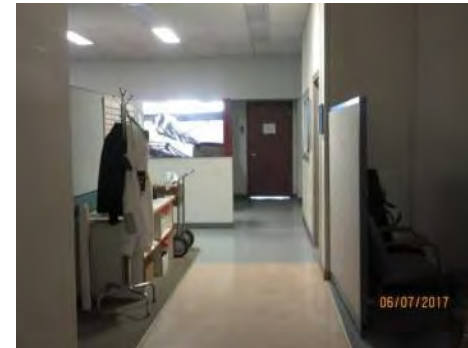
B33 2nd floor, Mayor's & Executive Offices, interior circulation: Generally, suitable clear width provided along central corridors. Base of fire extinguisher is not cane detectable for users with vision loss and extinguisher is a bumping hazard.



B34 2nd floor, interior circulation, Mayor's & Executive Offices: View of corridor. Some glare (a problem for users with vision loss) appears to be reflected off vinyl floor surfaces but is generally minor.



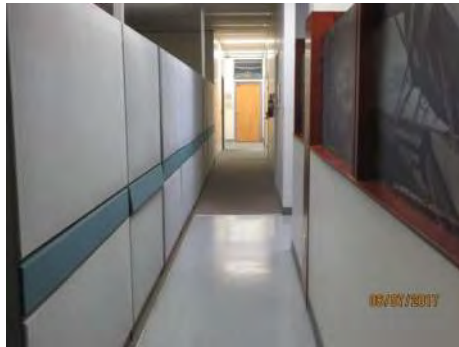
B35 2nd floor, interior circulation, Mayor's & Executive Offices: View of corridor. Some glare (a problem for users with vision loss) appears to be reflected off vinyl floor surfaces but is generally minor.



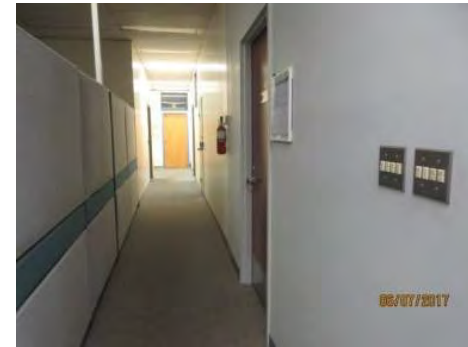
B36 2nd floor (south west side): Corridor is well maintained.



B37 2nd floor: Approach to work area (partitioned).



B38 2nd floor, work area: View of typical corridor.



B39 2nd floor corridor (south west side): Clear width is provided but is more limited in some areas. One side of corridor is partitioning which could potentially be adjusted.



B40 2nd floor, approach to Staff Kitchen and Lunchroom: Corridor is well maintained.



B41 2nd floor corridor (typical). Corridor is well maintained. Clear width is suitable.



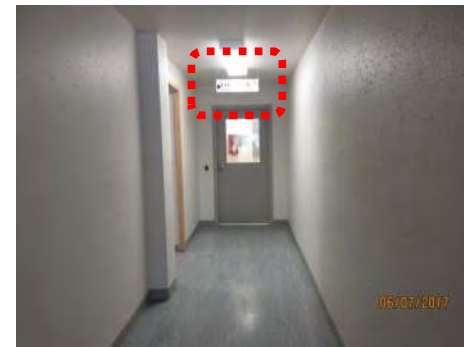
B42 2nd floor corridor: Corridor is well maintained. Clear width is suitable.



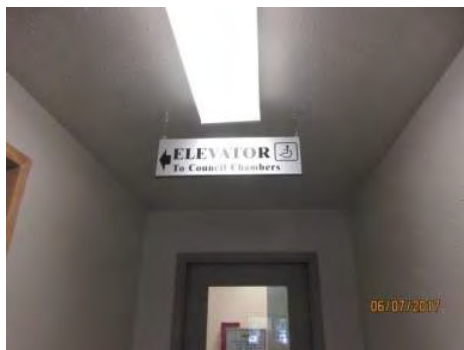
B43 2nd floor corridor (south side): Clear width and circulation is obstructed by temporary storage of items.



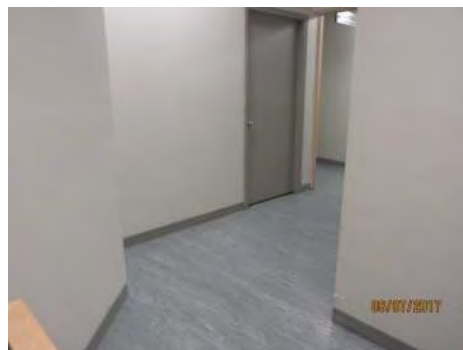
B44 2nd floor corridor (south side): Clear width and circulation is obstructed by temporary storage of items.



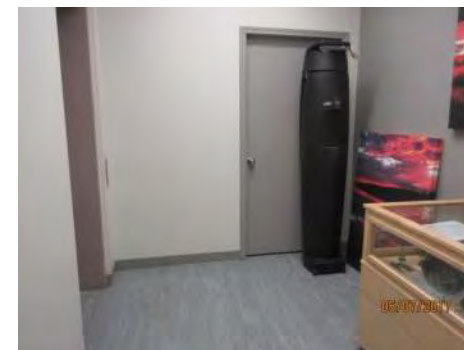
B45 Main Floor, corridor to elevator: Overhead signage is difficult to identify from a distance.



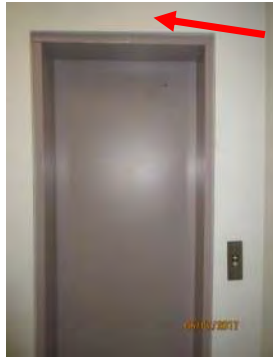
B46 Main Floor, corridor to elevator: Overhead signage is difficult to identify from a distance.



B47 Main Floor, corridor to elevator: Configuration is awkward, however, suitable clearances are maintained.



B48 Main Floor, elevator lobby: Suitable clear floor space is provided. Additional space is available if items not stored here and if display cabinet is moved.



B49 Elevator lobby, main floor. Entrance door and frame is colour contrasted with adjacent walls. No overhead elevator cab position (visual indicator) is provided.



B50 Typical elevator hall call button. Arrow is raised and button illuminates when activated.



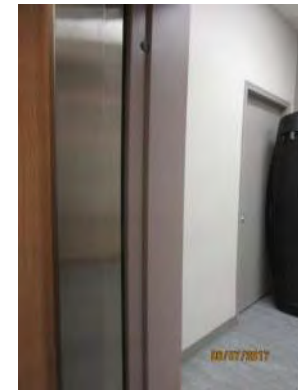
B51 Elevator: View of interior cab floor space. Handrail is provided on one side only.



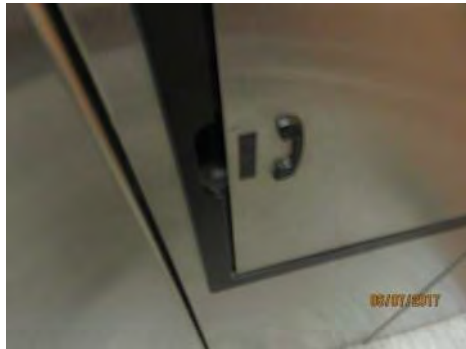
B52 Elevator: LED visual indicator (floor level).



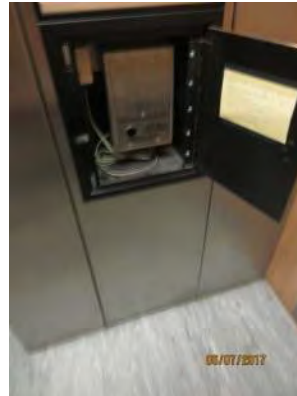
B53 Elevator: Cab control panel. Tactile and braille features provided.



B54 Elevator (Main floor): No door jamb signage is provided.



B55 Elevator cab, emergency phone: Cabinet door handle is not accessible.



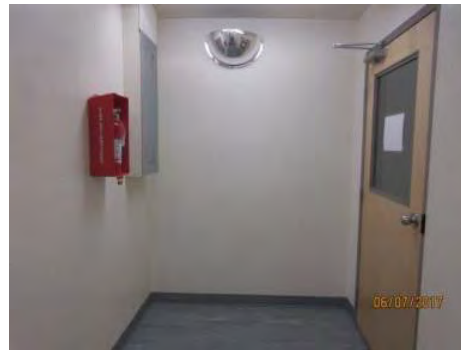
B56 Elevator cab, emergency phone: Temporary & hand-written instructions are not accessible for all users.



B57 No overhead elevator cab position (visual indicator) is provided.



B58 Entrance, main floor (adj. to corridor to elevator lobby): Knob door hardware is not accessible. Lower edge of glazing is mounted too high.



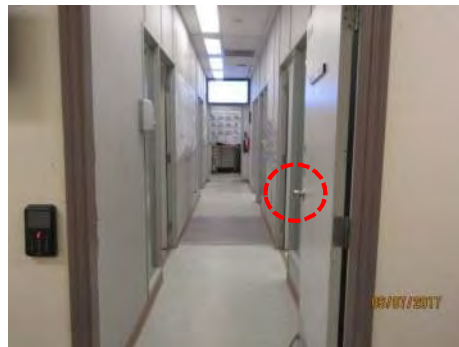
B59 Main floor, corridor (adj. to Office #118): Fire extinguisher projects from wall and is a potential bumping hazard.



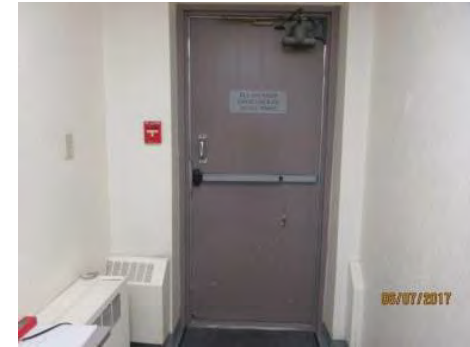
B60 Main floor, corridor (adj. to Office #118): Suitable clear width is provided.



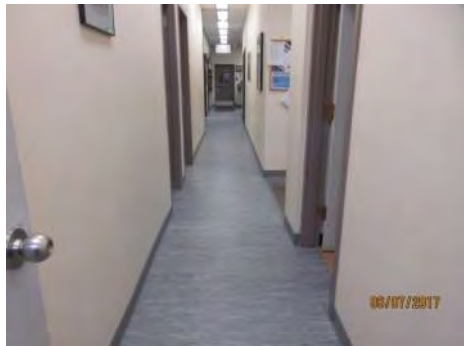
B61 Main floor (north side): View of corridor adjacent to Office #118. Clear width is suitable and floor surface and clearances are well maintained.



B62 Main floor, Entrance #121A to IT/Systems: Door clear width is suitable for existing condition. Knob door hardware is not accessible. Security control is suitably mounted.



B63 Exit door, main floor (north west side): Door is recessed and approach to clear wall space at latch side of door is obstructed due to radiator.



B64 Main floor, Entrance #106 to PW / Community Services / HR: Door clear width is suitable for existing condition. Knob door hardware is not accessible.



B65 Main floor, Entrance to Human Resources (Room #129): Suitable clear width is provided, however knob door hardware is not accessible.



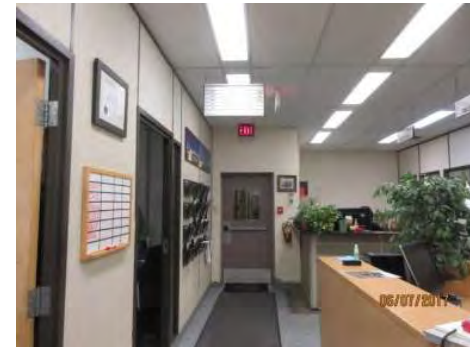
B66 Main floor, Human Resources: Circulation is generally suitable for users of mobility aids and floor space is well maintained.



B67 Main floor, Human Resources: Circulation is generally suitable for users of mobility aids and floor space is well maintained.



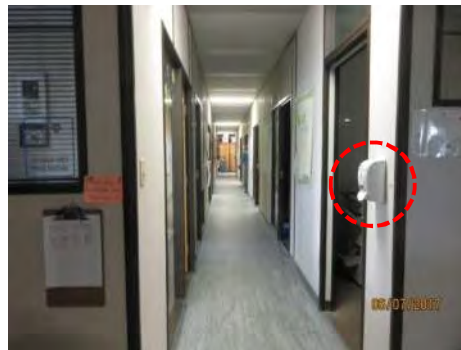
B68 Main floor corridor (east side, adjacent to HR): Clear width is provided, however, it is limited.



B69 Main floor, Public Works reception: No lowered counter is provided.



B70 Main floor, Community Services reception area (south east side): No lowered counter is provided.



B71 Corridor, main floor (south side): Suitable clearance is provided and corridor is well maintained. Dispensers are typically mounted too high.



B72 Corridor, main floor (south side): Suitable clearance is provided and corridor is well maintained.



B73 Main floor, corridor adjacent to Staff Kitchen. Equipment projects into clear width of accessible route.



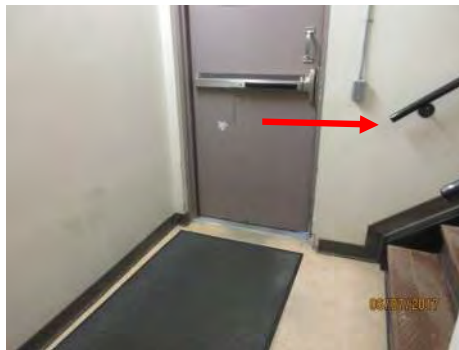
B74 Main Floor, entrance to Public Works / Community Services (Staff only): Knob door hardware is not accessible and lower edge of glazing is mounted too high.



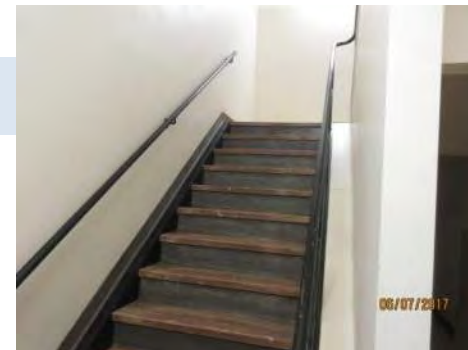
B75 Entrance to Stair #1 (interior door, northeast side): Clear door width is suitable for existing condition. Bottom edge of door glazing is mounted too high. Required clear wall space at latch side of door is not provided. (Note: Level access to exterior is not provided at this exit stair due to high transition)



B76 Stair #1 (northeast side): Clear door width is suitable. Door glazing is mounted too high (bottom edge).



B77 Stair #1 (northeast side): No handrail extensions are provided at bottom landings. Exit door has one step to exterior walkway (not shown).



B78 Stair #1 (northeast side): Stair treads do not have colour contrasted nosings.



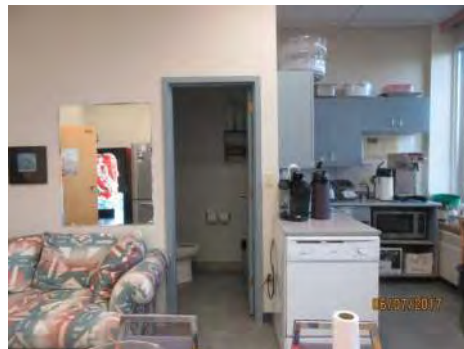
B79 Stair #1 (northeast side): No handrail extensions are provided at bottom landings. No colour contrasted nosings on stair treads.



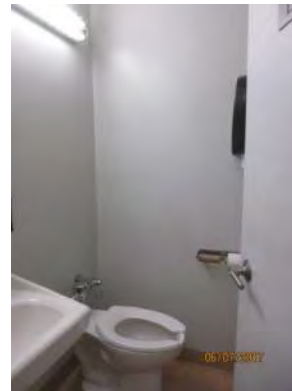
B80 Stair #1 (northeast side, 2nd floor): No TWSI is provided at top landings.



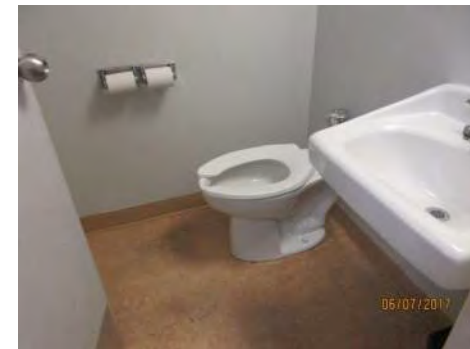
B81 Stair #1 (northeast side, 2nd floor): Stair treads do not have colour contrasted nosings. No handrail extensions are provided.



B82 Staff washroom, 2nd floor (unisex): No accessibility features identified. Interior floor space is very limited.



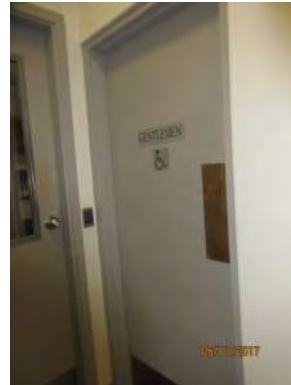
B83 Staff washroom, main floor (unisex): No accessibility features identified. Interior floor space is very limited.



B84 Staff washroom, main floor (unisex): No accessibility features identified. Interior floor space is very limited.



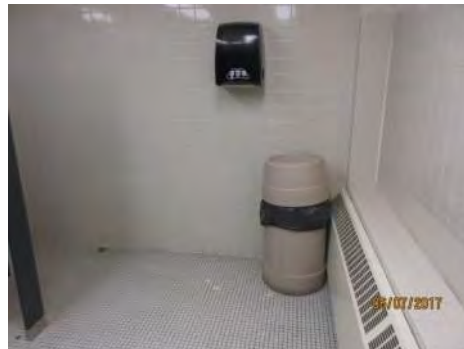
B85 Men's & Women's washrooms, main floor: Approach, off of public corridor adjacent to main accessible entrance of facility.



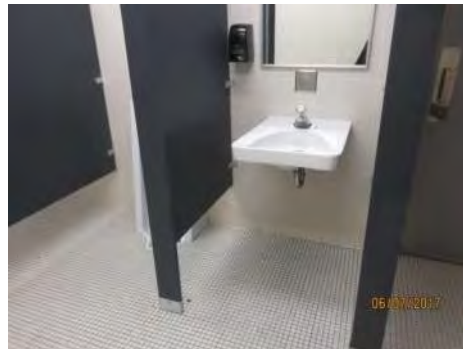
B86 Men's Accessible Washroom, main floor: Identified as accessible through door signage but is non-compliant.



B87 Men's Accessible Washroom, main floor: Identified as accessible through door signage. Clear door width and interior features are typically non-compliant.



B88 Men's Accessible Washroom, main floor: Interior features are non-compliant. Limited interior floor space.



B89 Men's Accessible Washroom, main floor: Interior features are non-compliant.



B90 Men's Accessible Washroom, main floor: A lowered, floor mounted urinal is provided, however, flush control is mounted too high.



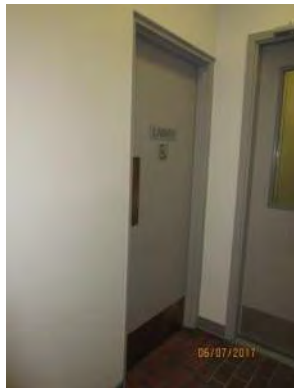
B91 Men's Accessible Washroom, main floor:
Interior features are non-compliant. Limited interior floor space.



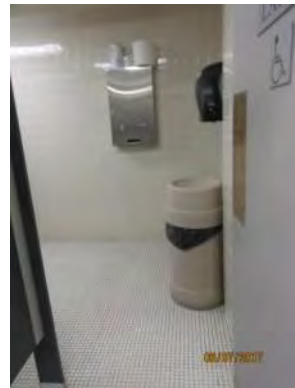
B92 Men's Accessible Washroom, main floor:
Interior features are non-compliant.



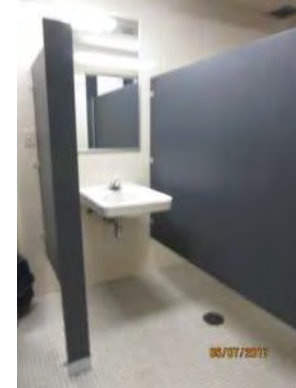
B93 Men's Accessible Washroom, main floor:
Interior features are non-compliant. Occupancy light sensor is provided. Clear wall space at latch side of door for approach to & use of door hardware is not provided.



B94 Women's Accessible Washroom, main floor:
Identified as accessible through door signage but is non-compliant.



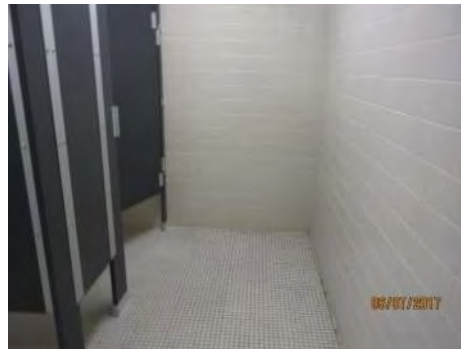
B95 Women's Accessible Washroom, main floor:
Entrance clear door width is non-compliant.



B96 Women's Accessible Washroom, main floor:
Interior features are non-compliant.



B97 Women's Accessible Washroom, main floor:
Light switch is mounted too high.



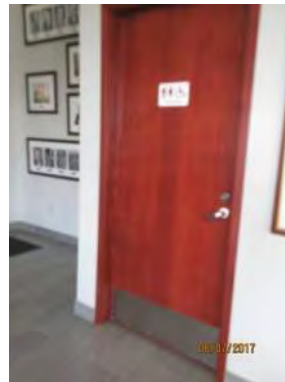
B98 Women's Accessible Washroom, main floor:
Interior features are non-compliant. Limited clear floor space in front of entry to accessible stall. Accessible stall dimensions are limited.



B99 Women's Accessible Washroom, main floor:
Interior features are non-compliant.



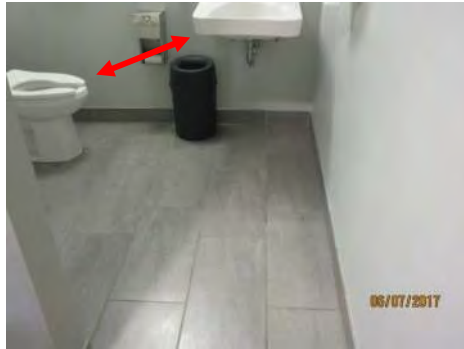
B100 Women's Accessible Washroom, main floor:
Interior features / floor space are non-compliant, including accessible stall dimensions.



B101 2nd Floor, Universal Washroom: Door mounted signage is not accessible. Clear door width is suitable, however, no power door operator is provided.



B102 2nd Floor, Universal Washroom: Entrance vestibule is too narrow (clear width), especially for larger wheeled mobility aids.



B103 2nd Floor, Universal Washroom: Limited clear floor space due to wall at entrance vestibule. Lavatory is mounted in close proximity to toilet, for transfers at front of toilet.



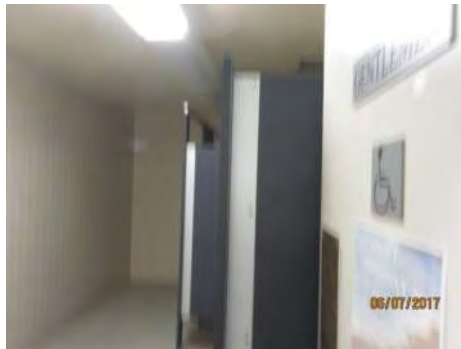
B104 2nd Floor, Universal Washroom: No clear turning circle due to wall at entrance vestibule.



B105 2nd Floor, Universal Washroom: Toilet paper dispenser is mounted too far from front edge of toilet. Sanitary dispenser is mounted too high on side wall. Flip-down grab bar requires adjustment.



B106 2nd Floor, Universal Washroom (Public): Lavatory features are generally suitable. Paper towel dispenser requires tight grasping or pinching of fingers to use.



B107 2nd Floor, Men's Accessible Washroom (Staff): Washroom is identified as accessible, however, features are typically non-compliant including accessible stall dimensions.



B108 2nd Floor, Men's Accessible Washroom (Staff): Clear door width is non-compliant. Awkward configuration at entrance due to privacy partitioning.



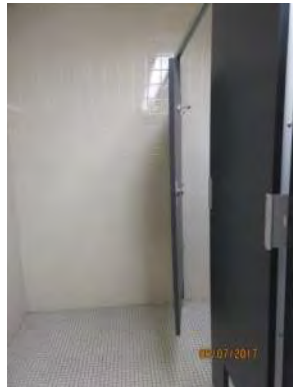
B109 2nd Floor, Men's Accessible Washroom
(Staff): Lavatory configuration and mounting is non-compliant.



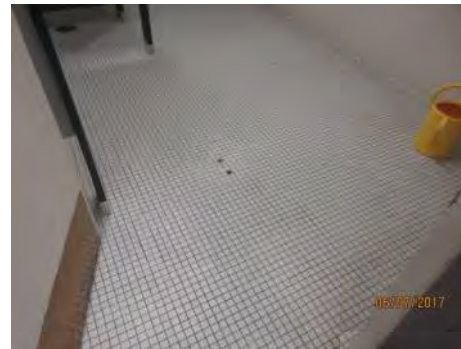
B110 2nd Floor, Men's Accessible Washroom
(Staff): Urinal is not accessible due to step.



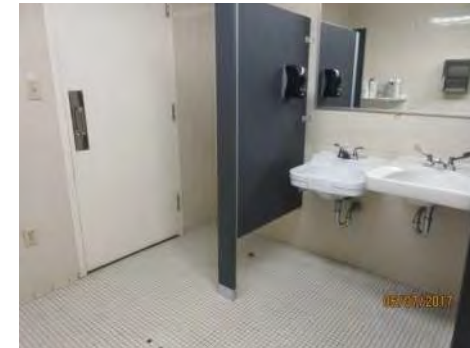
B111 2nd Floor, Men's Accessible Washroom
(Staff): Limited clear floor space in front of entry to accessible stall. Accessible stall dimensions are limited.



B112 2nd Floor, Men's Accessible Washroom
(Staff): Limited clear floor space in front of entry to accessible stall. Accessible stall dimensions are limited.



B113 2nd Floor, Women's Accessible Washroom
(Staff): Clear door width is non-compliant. Awkward configuration at entrance due to privacy partitioning.



B114 2nd Floor, Women's Accessible Washroom
(Staff): Lavatory configuration and mounting is non-compliant.



B115 2nd Floor, Women's Accessible Washroom (Staff): Limited clear floor space in front of entry to accessible stall. Accessible stall dimensions are limited.



B116 2nd Floor, Women's Accessible Washroom (Staff): Interior features / floor space are non-compliant, including accessible stall dimensions and grab bars.

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

C.1.0 GENERAL COMMENTS

Building Systems, Controls and Communications:

Key elements reviewed in this section include: Exterior and interior lighting, interior signage & wayfinding, emergency systems and public amenities.

The following summary observations were made at the time of the audit:

- (a) Typically, interior lighting and fire alarm pull controls are mounted too high.
- (b) Generally, interior signage and wayfinding system is dated, with limited and/or no accessible design features integrated.
- (c) No visual alarms for users with hearing loss were identified.
- (d) No accessible public amenities are typically provided at this location.



SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.2.0 EXTERIOR LIGHTING										
C.2.1	Lighting Levels: Night time light levels were not reviewed as part of the scope of this project. To be validated by Facility Manager.		A formal review of exterior lighting conditions to be conducted by Facility Manager during night-time conditions.	Throughout exterior.	\$350.00 Cash Allowance (External Study)	1	Facility Management Review	\$350.00		
Cost Summary								\$350.00	\$0.00	\$0.00
Total Cost C.2.0								\$350.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.3.0 INTERIOR LIGHTING										
C.3.1	<p>General:</p> <p>Lighting levels appeared to be suitable where they were observable at time of audit. Some areas were not illuminated at time of audit but suitable fixtures and task lighting options appeared to be in place.</p>		<p>No upgrades identified.</p> <p>Interior lighting conditions to be validated by Facility Manager (if required).</p>	Various locations, throughout interior.	NA	NA	Facility Management Review			
C.3.2	<p>Lighting controls: Mounting height at 1200 mm MAX.</p> <p>Push button type of switch was identified and is mounted too high at 1317 mm (centre).</p> <p>Light switch is mounted too high in Council Chamber, at 1260 mm (centre),</p>	C3	<p>When interior areas are retrofitted in future and/or based on staff requests for accommodation (e.g., office areas), lower light switches between 900 - 1000 mm and upgrade to "rocker" style switches during future interior upgrades (and not to exceed 1200 mm high from floor). Provide occupancy sensor controls where suitable.</p> <p>Prioritize lowering where switches are independently controlled by public or staff and where they are located along accessible routes. Patch and repair surfaces as required.</p> <p>No cash allowance is identified at this time.</p>	<p>Various locations, throughout interior.</p> <p>Main floor (corridor to elevator) and 2nd floor corridor (sampled).</p> <p>Council Chamber (sampled).</p> <p>Room 222.</p>	\$1,500.00	Varies	Facility Management Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost C.3.0								\$0.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.4.0 INTERIOR SIGNAGE & WAYFINDING										
General Comments	Refer to Section B.4.0 for recommendation related to elevator identification signage (Main floor).									
C.4.1	<p>Signage system: General</p> <p>Generally dated, limited and/or no accessibility features provided. No accessible room identification signage was identified. Some room identification/directional signage is too small (e.g., for washrooms). Overhead directional signage is typically too small and/or not provided.</p> <p>Some posted information signs are temporary and may cause visual clutter (e.g., exterior, West entrance).</p> <p>International Symbol of Accessibility identifies washrooms as accessible when they are not. Overall, no consistent and accessible signage system is provided, which is beneficial especially for new visitors / tourists that may be unfamiliar with the facility.</p>	C1, C2, C4, C7, C12, C13, C14, C15, C16, C17	<p>Conduct a detailed and coordinated signage & wayfinding study for all facilities, City-wide, based on accessibility audit findings for the portfolio as a whole.</p> <p>Implement interior signage upgrades according to requirements of current Accessibility Design Guidelines/standards & best practices. City should develop formalized Guidelines and strategies (e.g., use of pictograms, colour contrast, print size etc.). Detailed Study and Review is required prior to implementation to ensure consistency. Upgrades should be prioritized for higher use public areas and amenities (e.g., washrooms, offices, meeting rooms etc.).</p> <p>Existing signage system can be upgraded over the long term as areas of the facility are renovated.</p> <p>A preliminary Cash Allowance of \$10,000.00 is recommended for a study. No cash allowance specific to signage implementation is recommended at this time.</p>	Throughout interior.	\$10,000.00	NA	Detailed Study Required		\$10,000.00	

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.4.2	<p>Departmental identification signage:</p> <p>Where newer departmental identification signage is provided (e.g., mounted overhead), colour contrast of printed text is limited at some locations (e.g., compared to background surface).</p>	C16, C17	<p>Refer to previous recommendation. A coordinated upgrade is recommended. Additional identification / directional signage could be provided, to supplement existing overhead / wall mounted signage.</p>	2nd floor, entrance lobby, Customer Service (sampled).	NA	NA	Facility Management Review			
C.4.3	<p>Room identification signage:</p> <p>No accessible design features identified (e.g., braille / tactile). Typical signage is dated, has small print, inconsistent use of colour contrast and mounted too high.</p>	C12	<p>Refer to previous recommendation. A coordinated upgrade is recommended.</p> <p>At this time, since area is secured, staff would be required to guide users to this location.</p>	Boardroom #213, (sampled).	NA	NA	Facility Management Review			
Cost Summary								\$0.00	\$10,000.00	\$0.00
Total Cost C.4.0								\$10,000.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.0 EMERGENCY SYSTEMS - FIRE & LIFE SAFETY ISSUES										
General Comments	An audible fire alarm system was identified for this facility, with fire pull stations provided at key locations.									
C.5.1	<p>Fire alarm pull stations:</p> <p>Typically mounted too high for reach by users of mobility aids, at 1377 mm or higher.</p> <p>(Sampled at staff entrance).</p> <p>Fire alarm pull at exit door is 1388 mm high and approach / reach is obstructed due to heater at floor level.</p> <p>Fire alarm pull (rear wall), Council Chambers, mounted at 1382 mm.</p>	C6, C7, C11	<p>Lower fire alarm pull station controls that are provided along accessible routes, as interior upgrades are implemented over time.</p> <p>Patch and repair previous mounting locations.</p> <p>No Cash Allowance is identified at this time.</p>	<p>Staff Entrance, Municipal Enforcement, 2nd floor,</p> <p>Exit Stair, Main floor (sampled).</p> <p>Exit door, Main floor corridor (north west side).</p> <p>Various locations, throughout interior.</p>	\$1,500.00 ea.	Varies	Facility Management Review			
C.5.2	<p>Visual alarms:</p> <p>None provided for users who are Deaf.</p>		<p>Integrate and coordinate installation of visual alarm strobes to accommodate users who are deaf (assumed existing system can be adapted). Placement of visual alarms to be determined based on detailed review of current alarm system. To be validated by Facility Manager if existing system can be upgraded.</p> <p>Prioritize for high use locations such as Council Chambers, Public meeting rooms and universal washroom (2nd floor).</p>	Throughout interior.	NA	NA	Detailed Study Required			

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.3	<p>Evacuation procedures:</p> <p>None formally identified during audit for users with disabilities.</p> <p>Fire & Life Safety: No posted plan was identified, specifically referencing accessibility. Plans appear to be strategically posted.</p>	C9	<p>City and Facility Manager to validate formal emergency evacuation policies, procedures and practices at this location, including means of egress for users of mobility aids and people with varying disabilities. This includes addressing evacuation from areas where there is no direct exit to grade and posting of information for Visitor's to the building and Staff, as required. Review feasibility of providing Areas of Refuge and / or provision of evacuation chairs on each floor.</p> <p>Provide Staff Training and Awareness as required, over both the short and long terms.</p> <p>Note: Coordinate training with development of internal policies and related procedures. Coordinate and Consult with City Fire Department / personnel.</p>	Throughout interior.	NA	NA	Policy / Practice / Procedure Review			
C.5.4	<p>Exit Doors (Ground Level): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear width is suitable at 840 mm wide for an existing condition. Doors to exterior have high transition (e.g., one step).</p> <p>Interior Door (Stair #1): Lower edge of glazing is too high for users of mobility aids, above 900 mm from floor.</p> <p>Note: No staff using mobility aids were identified by the City at time of audit.</p>	C7, C11	<p>Refer to previous recommendation. No cash allowance is recommended at this time.</p> <p>Coordinate with broader evacuation plan / strategies proposed for this location.</p> <p>During short term, provide yellow painted nosings on steps.</p> <p>Establish Door Upgrade Program based on priority (e.g., clear width / hardware/ vision panels / power door operator provisions). Coordinate with upgrading of exterior route(s) at exit doors to provide level or ramped access for users of wheeled mobility aids.</p> <p>If upgrading areas and stairwells in future, provide increased clear door width of 860 mm (minimum).</p>	<p>Stair 1, Main Floor.</p> <p>Exit Doors: North west side & South east side.</p>	<p>\$10-\$15,000.00</p> <p>per exit upgrade (+/-)</p> <p>Cash Allowance</p>	<p>2</p> <p>(door widening / hardware / exterior ramping etc.)</p>	Facility Management Review			

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.5	Automated external defibrillator (AED) cabinet: Some safety equipment is not mounted at an accessible height and location. Projection from wall is a potential bumping hazard for users with a vision loss.	C10	Lower AED cabinet and/or provide wing-walls for cane detection and to prevent potential bumping hazards. Ensure operating hardware is provided at accessible height. Ensure clear floor space is provided adjacent for use and approach by users of mobility aids.	2nd floor (elevator lobby area).	NA	NA	Maintenance Required			
C.5.6	Fire Extinguishers: (wall-mounted) Fire extinguisher projects 255 mm and base is not cane detectable at 1219 mm high, resulting in a potential bumping hazard(s) for users with vision loss.	C5, C10	Relocate fire extinguishers (e.g., lower base to 680 mm height) and/or provide wing-walls for cane detection and to prevent potential bumping hazards. Alternatively, upgrade to newer models that do not project when replacement is required over time. Prioritize for highest use accessible routes. Refer to OVAL product specifications: http://ovalfireproducts.com/ada_requirements_for_fire_extinguisher_installation/	Throughout interior.	NA	NA	Facility Management Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost C.5.0								\$0.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

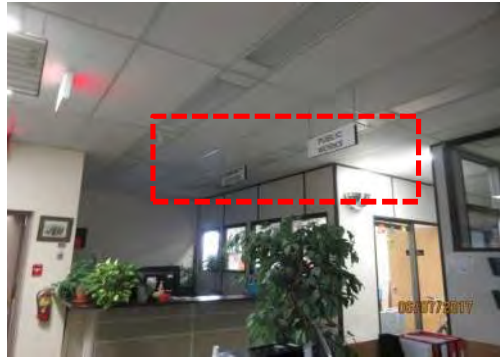
Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.6.0 PUBLIC AMENITIES - PUBLIC TELEPHONES, DRINKING FOUNTAINS, ETC.										
General Comments	No amenities identified throughout interior.									

Cost Summary	\$0.00	\$0.00	\$0.00
Total Cost C.6.0	\$0.00		

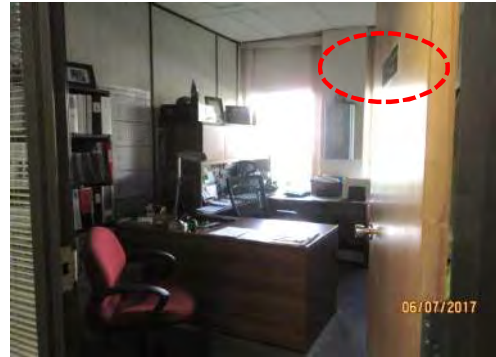
C.7.0 CARD ACCESS SYSTEMS AND BUILDING SECURITY SYSTEMS										
C.7.1	Security Digital Key-Pads: Push-button and proximity swipe security controls are mounted at 1046 mm (centre) and are suitable.	C6	No upgrades required.	2nd floor, Staff Entrance, Municipal Enforcement (sampled).	NA	NA				

Cost Summary	\$0.00	\$0.00	\$0.00
Total Cost C.7.0	\$0.00		

SECTION C PHOTOS: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS



C1 Main floor (Public Works): Overhead, departmental identification signage. Some signage text is suitable, with large text and strong colour contrast.



C2 Dated room identification signage, typical office, main floor, Community Services. Generally no accessibility features.



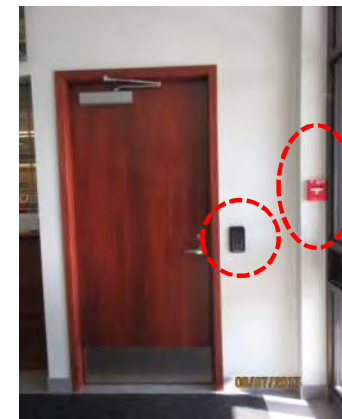
C3 Light switches (typical), 2nd floor corridor (sampled). Not mounted at accessible height.



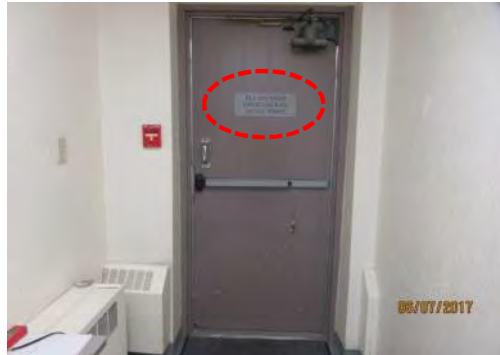
C4 Main floor (Community Services): Overhead, directional signage. Some signage has small print.



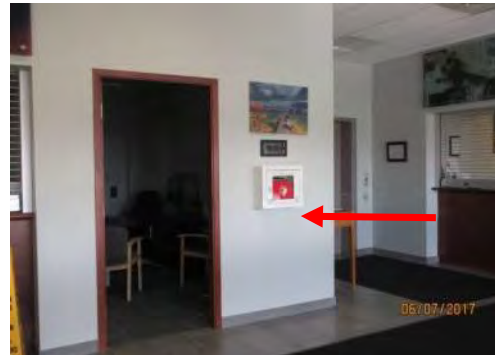
C5 Fire extinguisher cabinet projects from wall, with no cane detection feature at base for users with vision loss.



C6 Fire pull stations are typically mounted too high. Security sensor / reader controls are mounted at accessible height.



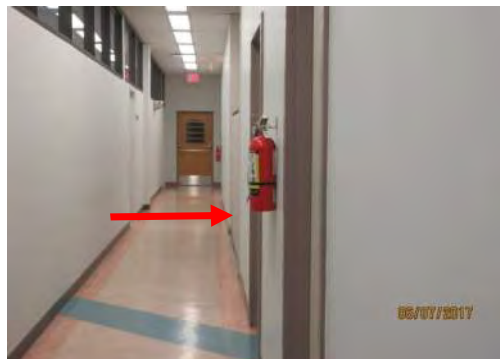
C7 Main floor, exit (north west side): Approach to fire pull is obstructed due to radiator. Signage is dated & text has limited colour contrast compared to background. Signage background has limited colour contrast compared to mounting surface.



C8 AED Cabinet: Bottom edge is not cane detectable for users with a vision loss, therefore projection from wall is a potential bumping hazard.



C9 2nd floor evacuation plan: No information related to accessible evacuation routes or information.



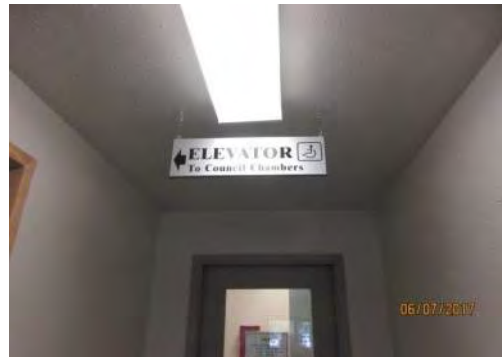
C10 2nd floor corridor: Fire extinguishers project from wall and are a potential bumping hazard with base not mounted at cane detectable height.



C11 Exit, main floor (south east side): Typical fire pull stations are mounted too high.



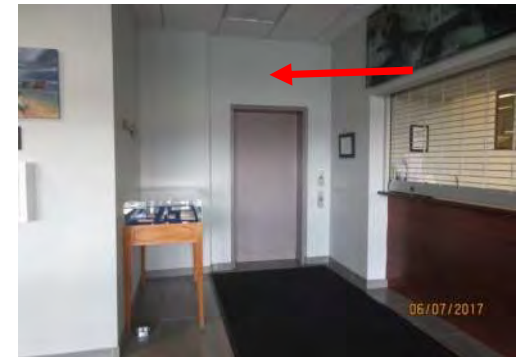
C12 Boardroom #213: Room identification signage does not have any accessibility features and is mounted too high.



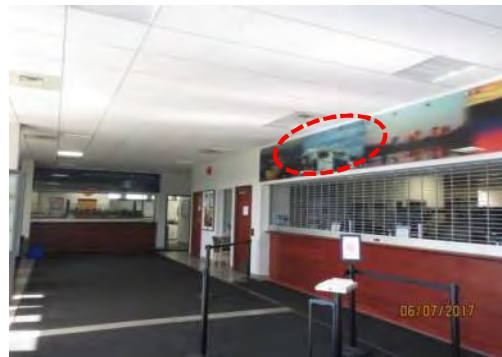
C13 Main floor: Overhead directional signage for elevator is difficult to read from a distance. International symbol / pictograph for elevator is not used.



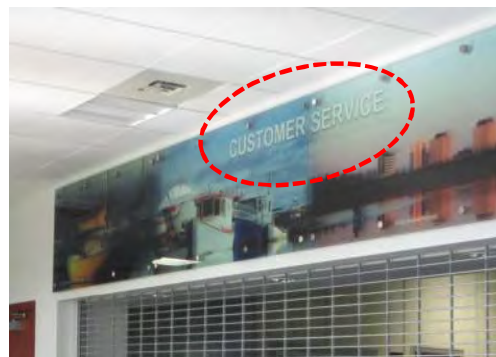
C14 Exterior signage is dated, with inconsistent design and features.



C15 No overhead elevator identification signage is provided (with pictograph).



C16 2nd floor: Overhead departmental identification signage text has limited colour contrast compared with background and may be difficult to read from a distance for some users.



C17 2nd floor: Overhead departmental identification signage text has limited colour contrast compared with background and may be difficult to read from a distance for some users.

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

D.1.0 GENERAL COMMENTS

Special Facilities, Spaces and Environments:

This section reviews accessibility features related to:

1. Council Chambers;
2. Meeting Rooms & Assembly Areas;
2. Staff Offices; and
3. Kitchens.

Additionally, since they are located on City Hall Grounds, the **Somba K'e Service Building** and the **Fireweed Studio** are also reviewed in this section. For some upgrades, a detailed review and design is required and costing would require additional feasibility studies and/or analysis. No cash allowance is identified for some recommended upgrades as identified in this report.



The following summary observations were made at the time of the audit:

- (a) The Records Storage Area (Main Level, adjacent to entrance) was locked at time of audit and was not reviewed.
- (b) The main public entrance to the Council Chamber consists of automatic sliding doors with ample clear width provided. No problems were identified. Sliding doors were turned off.
- (c) The Boardroom / Training Room, main floor, was occupied at time of audit and not reviewed. When auditor returned later to review space, glazed entrance doors were locked. Refer to Photo D24.
- (d) Typically, floor space and furniture in office areas and meeting rooms throughout the facility appears to be flexible for some accommodations to be made.
- (e) The Somba K'e Service Building washrooms were not identified as accessible through identification signage mounted on doors. Some accessibility features were identified for washrooms, however, some significant non-compliance issues were identified, including lack of transfer space at side of toilets.
- (f) As a designated heritage structure, Fireweed Studios generally has limited options for physical accessibility upgrades, with the exception of the main entrance which may be suitable for a retrofit. Additionally, enhancements to exterior signage can enhance accessibility. Staff volunteers can also provide accommodations based upon request, as well as providing information in alternate formats if requested.

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.2.0 ASSEMBLY AREAS, ACTIVITY ROOMS & MEETING ROOMS										
General Comments										
<p>The main public entrance to the Council Chamber consists of automatic sliding doors with ample clear width provided. No problems were identified at the time of the audit. Sliding doors were turned off at the time of the audit and were in a fully open position.</p> <p>The entrance from Council Chambers to Mayor's / Executive Offices, is addressed in Section B.5.0, "Doors & Doorways".</p> <p>Boardroom / Training Room, main floor, was occupied at time of audit and not reviewed. When auditor returned later to review space, glass doors were locked. Refer to Photo D24.</p>										
D.2.1	<p>Entrance:</p> <p>Entrance door clear width appears to be suitable (visual inspection only). D-pull hardware is accessible.</p> <p>No power door operator is provided.</p>	D24	<p>Provide power door operator. Provide International Symbol of Accessibility decal to identify accessible door.</p> <p>Note: Room appeared to be a high priority, and assumed to have a high level of use by both staff and public. It is also in close proximity to accessible entrance. Interior floor space appears to be flexible for small or larger meetings, with furniture to accommodate accessibility needs (based on a visual review).</p>	Main floor, Boardroom / Training Room.	\$3,500.00	1		\$3,500.00		
D.2.2	<p>Entrance:</p> <p>Entrance door clear width is suitable at 860 mm.</p> <p>Knob door hardware is not accessible.</p>	D25, D26, D27, D28	<p>Provide lever door hardware.</p> <p>This room is considered a higher priority since staff can also use the space for meeting with visitors / public.</p>	Meeting Room #116 (Main floor).	\$500.00	1		\$500.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.2.3	<p>Entrance & Circulation: Boardroom</p> <p>Entrance door clear width is too narrow at 752 mm (e.g., older style wooden door).</p> <p>Knob door hardware is not accessible.</p> <p>This room is considered a higher priority based on its size and public / staff level of use, as well as proximity to Mayor's / Executive Offices, in order to provide accommodations for users that may not be able to enter private offices.</p>	D18, 19	<p>Provide increased clear width at entrance, with accessible door hardware, when space is upgraded in future or prioritize based on requested staff / public accommodations, including power door operator provisions.</p> <p>Costing includes removal of existing door and frame, widening of door opening, provision of new door frame, new power door operator/signage, remedial work to walls (drywall & painting).</p> <p>Long Term Planning: Establish a "Door Upgrade Program" based on prioritization of doorways (e.g., clear width / hardware/ vision panels / power door operator provision).</p>	Boardroom #213.	\$10,000.00 Cash Allowance	1 (set: door widening & power door operator / door hardware etc.)	Facility Management Review		\$10,000.00	
D.2.4	<p>Furniture & Circulation:</p> <p>Typically, floor space and furniture in meeting rooms appears to be flexible for some accommodations to be made. Chairs are adjustable. Table is suitable, with top surface at 760 mm high, with 720 mm high knee space provided below (ample clear width under table is also provided for mobility aids).</p> <p>Suitable clear aisle space is provided, typically between 1056 to 1481 mm clear width around table.</p> <p>Clear width is reduced to only 977 mm at one end of table where boxes are stored.</p>	D26	Relocate boxes in order to provide clear floor space and clear width for circulation around all sides of table.	Meeting Room #116 (Main floor).	NA	NA	Maintenance Required			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.2.5	<p>Furniture & Circulation: Table</p> <p>Suitable knee space of 708 mm high with ample width/depth is provided. Top surface at 747 mm is suitable. Chairs are adjustable. Accessible seating positions can be accommodated at end or side of table if furniture is adjusted.</p> <p>Typical aisle clear width 900 to 2200 mm when not obstructed. Some aisle space clearances around table are obstructed due to storage of chairs and/or furniture placement.</p>	D18 to D23	<p>Relocate stored furniture and equipment that reduces clear width of aisles around table and / or City to provide staff / visitor accommodations based upon request.</p> <p>When furniture is upgraded in future, provide at least one accessible counter surface (e.g., for food / drinks etc.).</p> <p>Note: Whiteboard bottom edge is lowered and can accommodate users from a seated position.</p> <p>Typical counter/cupboard allows side approach and reach for users of mobility aids. No accessible surface or knee space is provided below. Top surface is 928 mm high (e.g., standing height).</p>	Boardroom #213.			Maintenance Required			
D.2.6	<p>Public Speaker's Podium / Lectern:</p> <p>Appears to be flexible (portable / moveable). Designed for standing height only, with top surface at 1099 mm. No knee space is provided below due to shelving. No accessible option identified. Ample clear floor space is provided adjacent to accommodate users of mobility aids (1500+ mm clear aisle width for approach).</p>	D13	<p>Provide an accessible speaker's podium (e.g., height adjustable, with automatic controls and suitable operating controls).</p> <p>Coordinate provision of accessible microphone (e.g., adjustable) and related technology.</p> <p>To be reviewed with requirements for Assistive Listening Devices (ALD's) identified in this section.</p>	Council Chambers.	\$5,000.00 Cash Allowance		Facility Management Review	\$5,000.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.2.7	<p>Mayor / Councilor Seating Positions: (Upper Level)</p> <p>Located on a raised platform with no accessible route due to step access only. Colour contrasted nosings are provided on steps, however it is limited.</p> <p>Suitable clear width for approach to seating positions is provided, measured at 1666 mm (edge of desk to face of radiator at rear wall).</p>	D13 to D17	<p>Provide modular / portable ramping system for at least one side, based on request for accommodation(s). Priority to be identified by City.</p> <p>This is considered a short term upgrade prior to conducting any detailed and permanent retrofit.</p> <p>Alternatively, this cash allowance can be integrated as part of future upgrade considerations when space is renovated in future.</p>	Council Chambers.	\$7,500.00 Cash Allowance	1 (portable / modular ramp system)	Detailed Study Required		\$7,500.00	
D.2.8	<p>Notes: Existing top surface is suitable at 780 mm high, with knee space height below at 736 mm. Clear width below is suitable at 986 mm.</p>	D13, D15, D16	<p>Provide permanent ramped access to upper seating level on at least one side (both sides preferred), based on request for accommodation and/or when space is renovated in future. Appears existing millwork is suitable (e.g., Council & Staff seating positions) but it should be reviewed in future against accessibility requirements which may change over time.</p> <p>No cash allowance is provided. Detailed review and study is required.</p> <p>Note: This recognizes that there are a variety of design options and there could be additional impacts to floor space and staff / public seating areas.</p>	Council Chambers.	\$15,000.00 Cash Allowance	Renovation	Major Capital Upgrade Consideration			
		D16	<p>Provide stronger colour contrasted stair nosings when steps require upgrading in future (e.g., based on condition).</p>	Council Chambers.	NA	NA				

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.2.9	<p>Clerk's Seating Position:</p> <p>Level access provided. Suitable clear width for approach to seating positions measured at 1200 mm (edge of desk to rear wall when entering at side).</p>	D12	<p>No upgrade recommended.</p> <p>Note: Desk is suitable with existing top surface at 780 mm high, with knee space height below at 739 mm & depth of 482 mm. Ample clear width below is suitable.</p>	Council Chambers.						
D.2.10	<p>Circulation: Council Chambers</p> <p>Typical clear width around main circulation routes into and out of Council Chambers ranges between 1200 to 1500 mm, with some clearances significantly wider where a higher level of public access is expected (e.g., centre aisle).</p>	D4, D11, D13, D14, D15	<p>City Staff to address customer service issues (ongoing basis) and provide requested accommodations in advance for all users of all ages and abilities.</p> <p>This may include adjusting furniture and aisle clearances and maintaining consistent accessibility requirements at all times, recognizing furniture is flexible and clear widths may be reduced at times.</p>	Council Chambers.	NA	NA	Policy / Practice / Procedure Review			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.2.11	<p>Circulation: Media / Staff / Public Seating Areas</p> <p>Furniture (seats & tables) are flexible (e.g., moveable and adjustable).</p> <p>Media Table: Suitable knee space is provided below at 718 mm, however, depth is limited. Top surface is suitable at 746 mm high.</p> <p>Staff Seating Area: Some aisle clearances are too narrow (e.g., reduced to 800 mm) for users of mobility aids, however, furniture is flexible.</p> <p>Typical clear width of 1200 to 1500 mm appears to be available at variety of seating / viewing positions (front & back / centre), where users of mobility aids can be accommodated.</p>	D4 to D11	<p>City Staff to address customer service issues (ongoing basis) and provide requested accommodations in advance for all users of all ages and abilities.</p> <p>This may include adjusting furniture and aisle clearances and maintaining consistent accessibility requirements at all times, recognizing furniture is flexible and clear widths may be reduced at times.</p> <p>Consider providing adjustable height work/seating tables (one for each side) and accessibility options when upgrading furniture in future.</p>	Council Chambers.	NA	NA	Policy / Practice / Procedure Review			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.2.12	<p>Assistive Listening Device (ALD):</p> <p>None identified for the facility, through signage. No International Symbol for Hearing Loss pictograph was identified, to indicate the availability of an ALD or related equipment.</p> <p>Note: Existing system appears new and may be equipped with an ALD.</p>		<p>Provision of ALD system to be validated by City. A cash allowance is recommended, assuming no ALD is available.</p> <p>At minimum, provide a portable assistive listening device (e.g., with suitable # of receivers) and/or hearing loop system, for users with hearing loss, that is made available upon request.</p> <p>If portable, device may be suitable for use throughout facility (e.g., other meeting/boardrooms or customer service counter). Install</p> <p>For options, refer to the Better Hearing Solutions website: http://www.betterhearingsolutions.ca/</p>	Council Chambers.	\$5,000.00	NA	Facility Management Review	\$5,000.00		
							Cost Summary	\$14,000.00	\$17,500.00	\$0.00
							Total Cost D.2.0	\$31,500.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.3.0 KITCHENS, CAFETERIAS & DINING AREAS										
<p>General Comments</p> <p>Design and layout of Staff Kitchens typically does not include any accessibility features. No staff with disabilities were identified at the time of the audit.</p> <p>Staff washroom is not accessible. Interior floor space is very limited. Refer to Section B.9.0, Washrooms.</p>										
D.3.1	<p>Entrance: Clear door width, 810 mm minimum (860 mm min recommended).</p> <p>Clear width is less than 800 mm (typical, 2nd floor). 848 mm clear width provided (Main floor).</p> <p>Knob type door hardware is not accessible.</p> <p>No accessibility features identified for furniture, work surfaces, counters and related equipment. Wall-mounted features/amenities are also typically mounted too high.</p> <p>Note: On main floor, clear floor space in front of fixed counters is 2764 mm wide by 2492 mm depth.</p>	D57, D58, D59	<p>Kitchen entrance, floor space layout and interior amenities requires a full re-design for accessibility.</p> <p>City to provide required accommodations over the short term for visitors and staff with disabilities, as requested.</p> <p>No cash allowance is identified at this time. Detailed design and review is required.</p> <p>Notes: Over the short term, upgrade to entrance is not recommended unless consideration for addressing accessibility is made for the facility as a whole, based on recognition that older areas of this facility may not have been upgraded recently.</p> <p>It was assumed that the priority for upgrades over the short term would be for visitor's with disabilities since accessibility is very limited for staff work areas and amenities in general.</p>	<p>2nd floor: Staff Lunchroom & Lounge.</p> <p>Main floor: Staff Kitchen</p>	NA	NA	Detailed Study Required			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.3.2	<p>Seating / Dining Areas:</p> <p>Floor space is generally open concept to accommodate portable seating and tables (e.g., 2nd floor lunchroom).</p>	D57, D58, D59	<p>City to provide required accommodations over the short term for visitors and staff with disabilities, as requested.</p> <p>Furniture to be upgraded to include accessibility features when procurement takes place over time and coordinated with other accessibility upgrades for the space as a whole. This includes side tables and equipment, as well as furniture in lounge area (e.g., table & couch).</p> <p>No upgrades recommended at this time. No cash allowance is identified at this time.</p>	<p>2nd floor: Staff Lunchroom & Lounge.</p> <p>Main floor: Staff Kitchen.</p>	NA	NA	Detailed Study Required			
D.3.3	<p>Kitchen:</p> <p>No accessible design features identified. No accessible sink, appliances (fridge/stove) or counter is provided.</p> <p>Approach to counter / cabinets is limited due to furniture placement (2nd floor), especially for users of mobility aids.</p> <p>Existing counter top surface is for standing height use, mounted at 915 mm +/- or higher (Note: measured on Main Floor).</p>	D58, D59	<p>Kitchen floorspace layout requires re-design for accessibility. Reconfiguration of space is required, including food preparation areas and cabinetry. No costing provided as detailed study recommended.</p> <p>Provide lowered counter section and sink.</p> <p>Upgrade cabinetry to provide some shelving within accessible height range.</p> <p>When upgrading appliances in future, procurement to address accessible design requirements (e.g., fridge, stove, microwave, coffee machine etc.).</p> <p>Coordinate provision of accessible display shelves (e.g., magazines) and lowered phone / fire extinguisher equipment, where required.</p>	<p>2nd floor: Staff Lunchroom & Lounge.</p> <p>Main floor: Staff Kitchen.</p>	NA	NA	Detailed Study Required			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.3.4			<p>Additional Comments:</p> <p>In the short term, consider providing a portable accessible counter unit (or alternate arrangements / accommodations) for use by staff and visitors. Provision to be validated by Facility Manager. This is considered more practical than a retrofit of cabinet and storage space over the short term, based on level of use and current needs. Consider floor space accommodations that can be made as required to improve maneuverability.</p>							
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost D.3.0								\$0.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.4.0 OFFICE ENVIRONMENTS										
General Comments	<p>Typical entrances to older offices (main floor) are non-compliant with limited clear width and provision of knob door hardware which is not accessible.</p> <p>Generally, staff accommodations would need to be made with existing furniture, which appears to be flexible and could be re-arranged for staff with disabilities as required. A full redesign of work area layouts appears to be required, including functional programming and review of occupancy needs etc., to address key accessibility requirements. Budget can vary significantly dependent upon final design and options considered.</p> <p>Main entrances into Departments are addressed in Section B.5.0, Doors & Doorways. Refer to Mapping Section for door locations and a summary of key information. No power door operators were identified.</p> <p>Generally, staff offices have potential floor space for circulation by users of wheeled mobility aids, however, accommodations would need to be made with existing furniture, which appears to be flexible and could be re-arranged for staff with disabilities as required.</p>									
D.4.1	<p>Offices and Work Related Areas: General use, design & circulation</p> <p>Clear aisle width is 1130 mm which is suitable.</p>	D45, D47	<p>No upgrade required.</p> <p>City to provide required accommodations over the short term for visitors and staff with disabilities, as requested.</p> <p>Note: Work desks are high, with stool seating. Alternate work areas for staff using mobility aids would need to be identified.</p>	Customer Service, 2nd floor (staff side).	NA	NA				
D.4.2	<p>Office Furniture: (sampled)</p> <p>Top of desk surface is 734 mm, with 708 mm high knee space below which is suitable</p> <p>Approach into work area ranges between 951 to 1079 mm wide.</p> <p>Clear width between edge of desk and opposite wall (visitor side) is 1517 mm.</p>	D29	<p>City to provide accommodations as required for staff / public, based upon request.</p> <p>If required, upgrades can be addressed as part of City procurement: future purchases for furniture / equipment can include accessibility provisions (e.g., seating, tables, use of colour contrast, accessible operating control heights, and other features etc., depending type of furniture or equipment).</p>	Main floor, Room #118 (sampled).	NA	NA	Policy / Practice / Procedure Review			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.4.3	<p>Offices and Work Related Areas: General use, design & circulation.</p> <p>Typical offices provide limited clear floor space, and no specific accessibility features were identified. Typical furniture is not accessible, including work surfaces.</p> <p>Some of the primary / main paths of travel appear to be suitable with clear width provided (1100 mm +), leading to partitioned work areas.</p> <p>Individual work areas typically have more limited clear floor space and circulation aisles. Some entry points to open work areas are also too narrow for users of mobility aids.</p> <p>Circulation is also very limited in some areas, due to furniture / equipment placement. Note: Partitioned areas are generally provided on 2nd floor only.</p>	D38, D39, D40, D43, D48, D49, D50, D51, D52, D53, D54	<p>If required, develop a City-wide Policy that allows Staff accommodations to be made where no existing accessibility provisions are included (e.g., narrow approach aisles to work surfaces / areas that limit wheelchair & scooter maneuverability) or there are temporary barriers.</p> <p>Based on interior layout, a full interior reconfiguration of furniture & equipment is required for accessibility. Budget can vary significantly dependent upon final design and options considered.</p> <p>Coordinate upgrades to provide accommodations as required for staff / public, including users of mobility aids.</p> <p>Typical office furniture and equipment is flexible for adjustments to be made.</p> <p>Policy can also address how future upgrades of staff amenities or furniture procurement (e.g., systems furniture, tables, whiteboards, phones, storage areas and seating etc.) can take accessibility issues into consideration.</p>	Offices (Main & 2nd Floors).	NA	NA	Policy / Practice / Procedure Review			
D.4.4	<p>Staff Equipment Rooms:</p> <p>Generally, interior circulation for users of mobility aids is limited. No accessible equipment / features identified.</p>	D36	<p>No upgrades recommended.</p> <p>Refer to D.4.1 and D.4.2.</p>	Main floor (sampled).	NA	NA	Facility Management Review			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.4.5	<p>Entrance (Private Offices): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>For newer offices, clear width is 852 to 858 mm (typical), which is suitable for existing condition. Knob door hardware is not accessible.</p> <p>Note: Room #119 and Room #141 sampled (Program Coordinator). Assumed same features for other offices based on visual inspection (10 locations +/-).</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement.</p>	D29, D30, D31, D32, D33, D34, D35, D37, D44	<p>No upgrades recommended. Refer to D.4.6.</p> <p>Long Term Planning: Establish a "Door Upgrade Program" based on prioritization of doorways (e.g., clear width / hardware/ vision panels / power door operator provision).</p> <p>Prioritize based on requested staff accommodations and / or highest priority offices (e.g., Mayor's / Executives) where public have highest frequency of use.</p> <p>A preliminary cash allowance is identified.</p>	<p>Offices, Main floor: Room #136; Room #119; Room #141.</p> <p>HR (2), Public Works.</p> <p>Office #211, 212, 222 (Sampled Locations).</p> <p>Refer to Mapping.</p>	\$10,000.00	Varies	Detailed Study Required			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.4.6	<p>Entrance (Private Offices): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Some older office entrances (2nd floor) are typically non-compliant, with clear width less than 800 mm and knob door hardware. Most offices appear to have original wood doors and knob hardware (typical).</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement.</p>	D41, D42, D55	<p>Cash allowance for two (2) entrance upgrades for a typical private staff office, on each floor level (minimum).</p> <p>Notes: Provide increased clear width (860 mm minimum) is recommended as best practice, at entrances and lever door hardware when offices are upgraded in future.</p> <p>Costing includes removal of existing door and frame, widening of door opening, provision of new door frame, new power door operator, remedial work to gypsum partition, and painting of gypsum board partition.</p> <p>Provision of power door operator to be determined based on staff needs at time of upgrades (2 per floor are assumed as a minimum).</p>	<p>Main & 2nd Floors (Private Office).</p> <p>TBD</p>	\$10,000.00	4	Detailed Study Required		\$20,000.00	\$20,000.00
Cost Summary								\$0.00	\$20,000.00	\$20,000.00
Total Cost D.4.0								\$40,000.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.5.0 SOMBA K'E SERVICE BUILDING										
General Comments	<p>No building identification signage was identified at time of audit. (Refer to Photo D60)</p> <p>Building is not identified as accessible through door signage (exterior side of main entrance).</p> <p>Entrance is located off of a significantly sloped route which is not accessible. Some interior accessible features are provided in washrooms (e.g., grab bars, automatic hand dryer, occupancy sensor lighting), however, accessible design features are inconsistent and overall design of washrooms is non-compliant (e.g., floor space).</p>									
D.5.1	<p>Exterior route to main entrance:</p> <p>Running slope is too steep in some areas, exceeding 5% with no ramping provided. Cross-slope exceeds 2% in some areas.</p> <p>Clear width of pathway is too narrow for users of mobility aids.</p>	D64 to D79	<p>Conduct feasibility / design study for retrofit of existing or the provision of a separate, universal washroom and changeroom facility adjacent to existing service building and/or as part of an addition to existing with new exterior accessible routes.</p> <p>A preliminary cash allowance is identified.</p> <p>Additional costs to be determined for detailed designs, reviews and related studies.</p> <p>No upgrade is recommended at this time. A complete re-design of exterior and interior features is required to address accessibility. It does not appear practical to upgrade existing.</p>	Exterior approaches.	\$5,000.00	NA	Major Capital Upgrade Consideration	\$5,000.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.5.2	<p>Entrances: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear door width is only 840 mm (reduced to 795 mm at panic hardware, 1040 mm high).</p> <p>Door glazing: Lower edge is mounted too high, above 900 mm.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement.</p>	D84	<p>Refer to D.5.1.</p> <p>Upgrade to existing entrance door would be required.</p>	Main entrance.						
D.5.3	<p>Entrances: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Not identified as accessible through door mounted signage. Clear door width of 840 mm is suitable for existing, with lever hardware.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement.</p>		<p>Refer to D.5.1.</p> <p>Upgrade to existing entrance doors would be required, including provision of power door operators etc.</p>	Men's & Women's Washrooms.						

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.5.4	<p>Clear floor space:</p> <p>Clear turning circle of 1500 mm is provided, however, no clear transfer space at side of toilet is provided.</p>		<p>Refer to D.5.1.</p> <p>Note: Design review to determine if provision of smaller, corner-mount lavatories will allow for suitable transfer space at side of toilet (900 mm wide, minimum), as part of interior retrofit.</p> <p>Clear turning circle of 1700 mm (minimum) is recommended, with larger diameter preferred as best practice for wheeled mobility aids.</p>	Men's & Women's Washrooms.						
D.5.5	<p>Additional Comments:</p> <p>1. No visual alarms provided.</p> <p>2. No emergency alarms in washrooms. No transfer space is provided at side of toilets due to placement of lavatory. Lavatory features are generally accessible (e.g., 730 mm knee space below / 850 mm top surface height).</p> <p>3. Floor space in changing room area appears limited. Provision of accessible seating positions would be required on both sides of room.</p>									
Cost Summary								\$5,000.00	\$0.00	\$0.00
Total Cost D.5.0								\$5,000.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.6.0 FIREWEED STUDIO										
General Comments	<p>This facility is used in the summer only and is only occupied part-time by volunteer staff. (Refer to photos D97 to D113)</p> <p>This facility is a designated heritage facility (originally constructed in the 1930's) and is operated by the YK Guild of Crafts.</p>									
D.6.1	<p>Exterior route to main entrance:</p> <p>No problems were identified. Concrete sidewalk is in excellent condition. Bench seating is provided adjacent and is addressed in Section A of this report.</p>	D97 to D101	No upgrade required.	Exterior areas.	NA	NA				
D.6.2	<p>Identification / Interpretive Signage:</p> <p>Building identification signage is "rustic" design (mounted above entrance), with no accessibility features. Interpretive plaque signage has limited to no accessibility features and is not colour/tonal contrasted with mounting surface.</p>	D97, D103	<p>Provide a combination building identification sign and interpretive sign, with accessibility features (e.g., colour contrast, braille/tactile, large print etc.).</p> <p>Signage can provide all information re: interior layout and features (e.g., description for users who may not be able to enter).</p> <p>Mount on lowered base (e.g., cantilevered) with signage at accessible viewing height / angle for reading and touch, located adjacent to studio facade and entry.</p> <p>Other mounting options may be preferred.</p>	Exterior (front area).	\$4,000.00 Cash Allowance		Detailed Study Required	\$4,000.00		

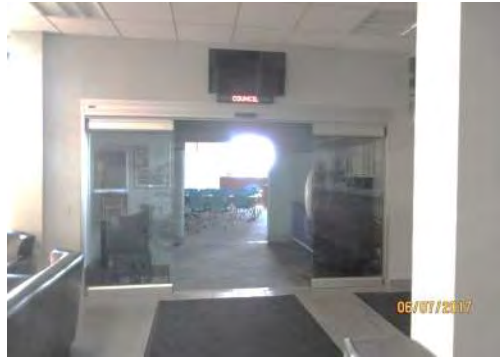
SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.6.3	<p>Main Entrance:</p> <p>Clear door width is too narrow at 728 mm (interior side) and 778 to 824 mm clearance (exterior side). Wood door weight / opening force and swing is unique and problematic for some users.</p> <p>Level threshold / transition is suitable.</p> <p>Door hardware is unique for this heritage facility and is not fully accessible.</p> <p>Note: Doors are often kept open when facility is in use. A screen door is provided.</p>	D102, D103, D106, D107	<p>Modify entrance door framing to provide suitable clear width of 860 mm preferred.</p> <p>Provide large D-pull door hardware on exterior side and/or alternate accessible hardware option.</p> <p>City to validate whether modification is permitted. (Note: It appears that screen door on interior side and some other wood framing has been previously modified).</p>	Main entrance.	\$5,000.00	NA	Detailed Study Required		\$5,000.00	
D.6.4	<p>Interior circulation:</p> <p>Interior floor space is well maintained and typically free of obstructions. Some temporary storage of items may present periodic barriers, however, this can be remediated through ongoing monitoring and staff / volunteer awareness.</p>	D108 to D112	<p>Volunteer staff to provide accommodations based upon request.</p> <p>No design / architectural upgrades are recommended..</p> <p>There are also potential structural constraints (e.g., wall removal / replacement to allow increased clear width, expansion etc.).</p> <p>Heritage features would also be impacted in a negative way if retrofitting is considered.</p>	Interior areas.	NA	NA	Policy / Practice / Procedure Review			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.6.5	<p>Displays / Awareness & Alternate Formats:</p> <p>Interior shelving typically provides a range of heights for diverse users.</p> <p>No lowered customer service / transaction desk is provided, however, it appears services are intended to be more informal for this type of facility.</p>	<p>D108 to D112</p> <p>D110</p>	<p>Volunteer staff to provide accommodations based upon request.</p> <p>Arts and crafts information could be documented in a brochure and accessible format, for users who cannot access shelving. Information can also be provided online as an alternate format.</p> <p>Provide key information / retail objects at a range of accessible heights.</p> <p>Provide all priority information and/or brochures to be displayed at accessible height and lower eye / reach level.</p> <p>Ensure staff at this location are provided with disability awareness / sensitivity training as part of City's broader and ongoing staff training initiatives.</p> <p>No Cash Allowance for training of key Staff at this location is provided at this time.</p>	Interior areas.	NA	NA	Policy / Practice / Procedure Review			
Cost Summary								\$4,000.00	\$5,000.00	\$0.00
Total Cost D.9.0								\$9,000.00		

SECTION D PHOTOS: SPECIAL FACILITIES, SPACES & ENVIRONMENTS



D1 Main entrance, Council Chamber: Automatic sliding doors.



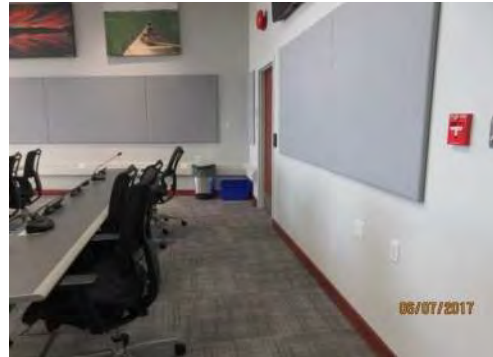
D2 Main entrance, Council Chamber: Vestibule is well maintained.



D3 Main entrance, Council Chamber: Automatic sliding doors.



D4 Council Chamber: View of interior layout and furniture.



D5 Council Chamber: Approach to Staff Seating Areas (rear of room).



D6 Council Chamber: Approach to Staff Seating Areas.



D7 Council Chamber: Approach to Public and Media Seating Gallery.



D8 Council Chamber: Approach to Public and Media Seating Gallery.



D9 Council Chamber: Typical working surface, Media Gallery.



D10 Council Chamber: Approach to Staff Seating Areas.



D11 Council Chamber: Approach to Staff Seating Areas.



D12 Council Chamber: Clerk or other Staff Seating Position (level access).



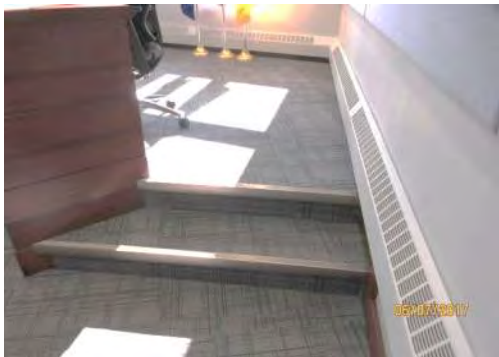
D13 Council Chamber: Speaker's Podium. No accessibility features identified.



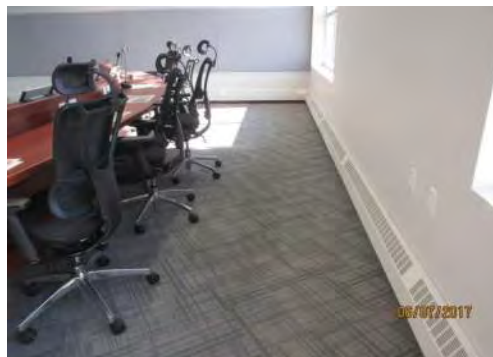
D14 Council Chamber: Approach from public gallery. Step access only.



D15 Council Chamber: Approach to upper seating level from Staff Seating Area. Step access only.



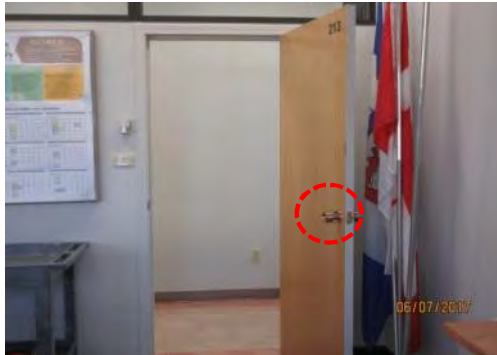
D16 Council Chamber: Approach to upper seating level. Colour contrasted nosing is provided on steps but it is limited.



D17 Council Chamber: Mayor & Councilor seating positions (upper level).



D18 2nd floor Boardroom (Room #213): Entrance clear width and knob door hardware is not accessible.



D19 2nd floor Boardroom (Room #213): Door clear width is too narrow. Knob door hardware is not accessible.



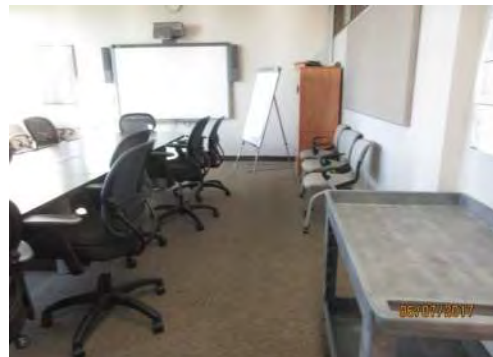
D20 2nd floor Boardroom (Room #213): Counter allows for side approach and use only and top surface is mounted at standing height.



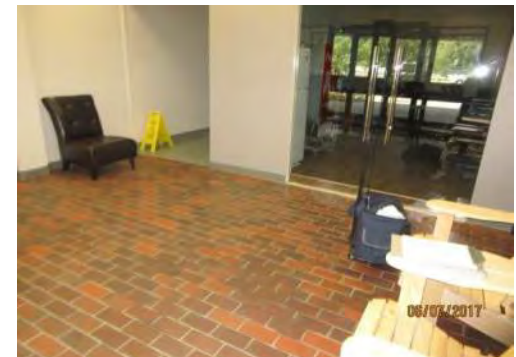
D21 2nd floor Boardroom (Room #213): Generally, table and seating is flexible for accommodations to be made.



D22 2nd floor Boardroom (Room #213): Storage of chairs reduces clear aisle width in some areas.



D23 2nd floor Boardroom (Room #213): Cart obstructs clear aisle width.



D24 Main floor, Boardroom / Training Room: No power door operator is provided.



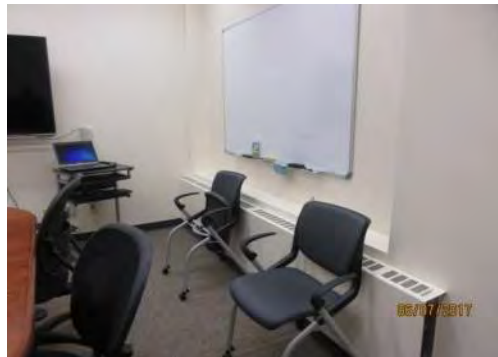
D25 Staff Meeting Room, #116 (Main floor): Entrance clear width is suitable. Lever door hardware is not accessible.



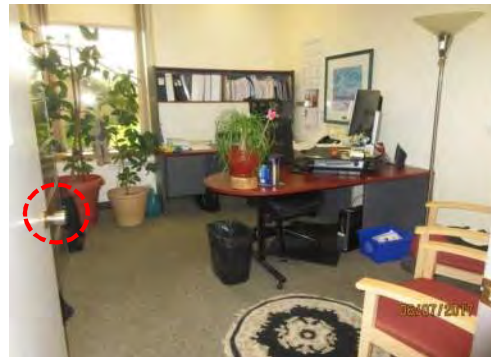
D26 Staff Meeting Room, #116 (Main floor): Table and seating is flexible with clear floor space available for users of mobility aids.



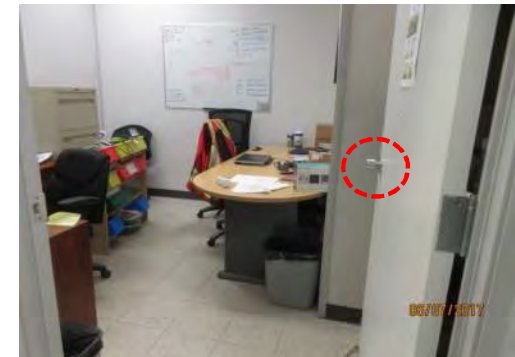
D27 Staff Meeting Room, #116 (Main floor): Some aisle clear width is reduced due to storage of materials. Floor space is available for users of mobility aids.



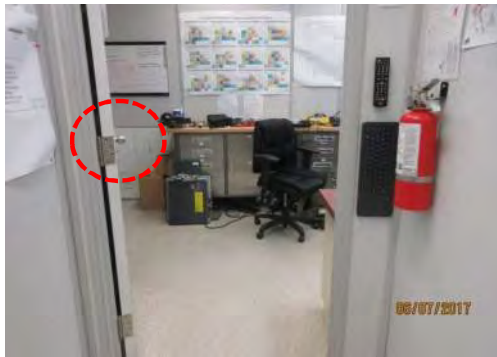
D28 Staff Meeting Room, #116 (Main floor): Clear aisle is reduced at end of table due to chair placement. However, chairs are moveable.



D29 Staff Office, Room #118, main floor: Limited clear entrance width & knob door hardware is not accessible.



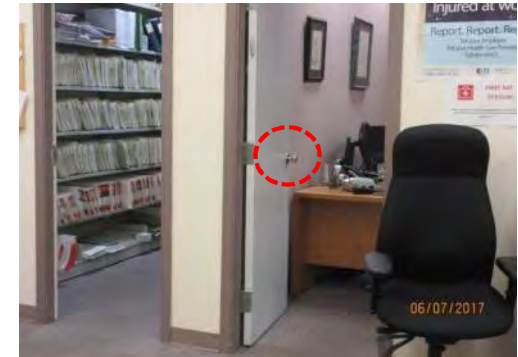
D30 Staff Office, Room #121A, main floor: Limited clear entrance width & knob door hardware is not accessible.



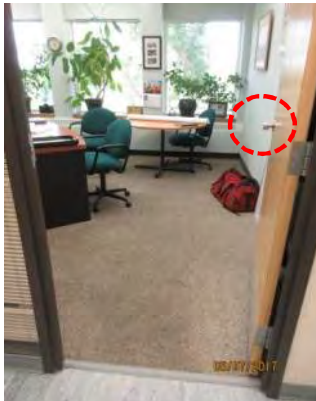
D31 Staff Office, Room #121A, main floor: Door clear width is suitable for existing condition. Knob door hardware is not accessible.



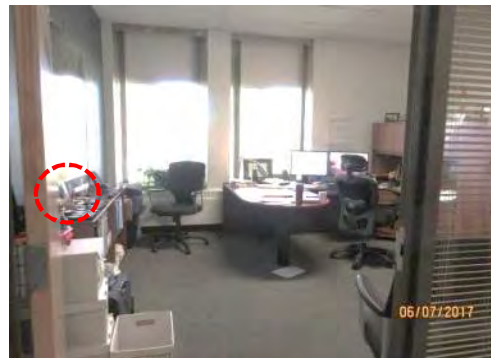
D32 Staff Office, main floor (rear of building): Door clear width is suitable for existing condition. Knob door hardware is not accessible.



D33 Staff Office, Human Resources (Main Floor): Door clear width is suitable for existing condition. Knob door hardware is not accessible.



D34 Staff Office, Human Resources (Main Floor): Door clear width is suitable for existing condition. Knob door hardware is not accessible.



D35 Staff Office, Director of Community Services, Room #136 (Main Floor): Door clear width is suitable for existing condition. Knob door hardware is not accessible.



D36 Example of Staff Equipment Room (main floor): No door is provided. Generally, interior circulation for users of mobility aids is limited.



D37 Private Office, Main Floor (south side): Door clear width is suitable for existing condition. Knob door hardware is not accessible.



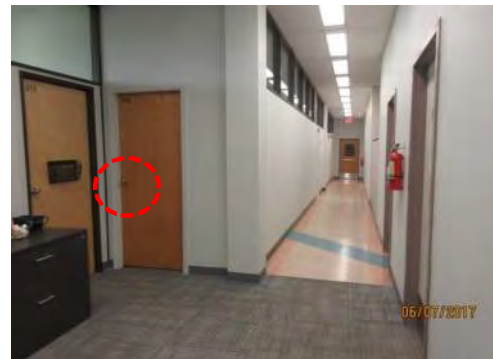
D38 Mayor's & Executive Offices, 2nd floor: Typical aisle space for circulation at staff work areas.



D39 Mayor's & Executive Offices, 2nd floor: View of central corridor with suitable clear width.



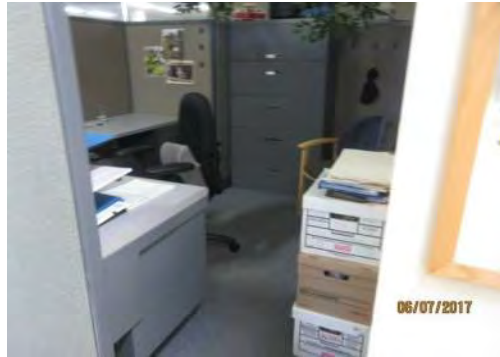
D40 Mayor's & Executive Offices, 2nd floor: Some work spaces have limited clear floor space for users of mobility aids.



D41 Mayor's & Executive Offices, 2nd floor: Entrances to Offices #211 & #212 non-compliant with less than 800 mm clear width and knob door hardware.



D42 Director of Planning, 2nd floor (Room #222): Entrance is non-compliant with less than 800 mm clear width and knob door hardware.



D43 Staff work area, 2nd floor (south side): Typical narrow entry into staff work area. Circulation for users of mobility aids is limited due to storage of boxes.



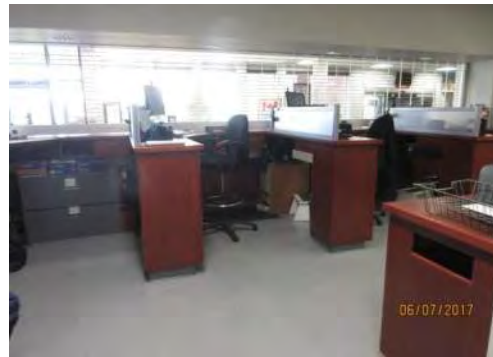
D44 Private Office, 2nd floor (east side). Typical entrances have limited clear width and knob door hardware which is not accessible.



D45 Staff work area, 2nd floor (Customer Service): Work desks are high, with stool seating.



D46 Private Office, 2nd floor (east side). Typical entrances have limited clear width and knob door hardware which is not accessible.



D47 Staff work area, 2nd floor (Customer Service): Work desks are high, with stool seating.



D48 Staff work area, 2nd floor: Generally, work areas would require reconfiguration of furniture & equipment to address accessibility.



D49 2nd floor (central area): Approach to some work areas is reduced due to placement of furniture / equipment.



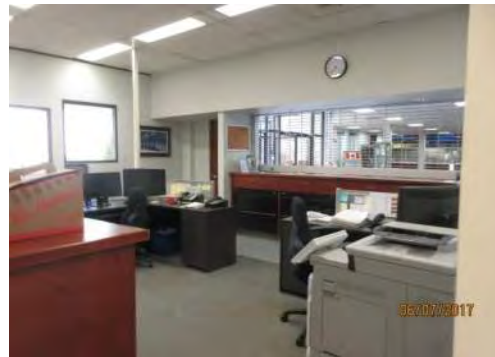
D50 2nd floor (central area): Narrow entry point at partitioned staff work area.



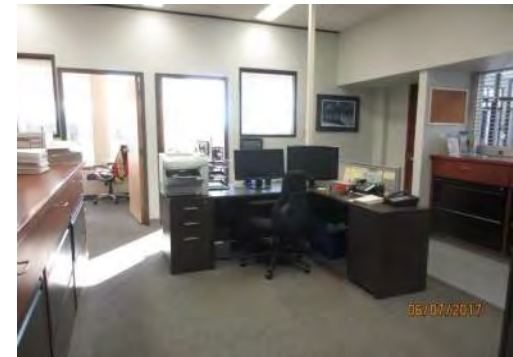
D51 2nd floor (south east side): Generally, work areas would require reconfiguration of furniture & equipment to address accessibility.



D52 Staff work area, 2nd floor (south side): Some corridor clear width is obstructed temporarily due to storage of items.



D53 Staff work area, 2nd floor (Municipal Inspection / Building Enforcement): Narrow entry point at staff work area.



D54 Staff work area, 2nd floor (Municipal Inspection / Building Enforcement): Generally, work areas would require reconfiguration of furniture & equipment to address accessibility.



D55 Staff work area, 2nd floor (south side): Typical private offices. Typical knob door hardware is not accessible.



D56 Staff work area, 2nd floor (south side): Typical circulation routes.



D57 2nd floor, Staff Lunchroom & Lounge: No accessibility features or amenities identified.



D58 2nd floor, Staff Lunchroom & Lounge: No accessibility features or amenities identified.



D59 Main floor, Staff Kitchenette: No accessibility features or amenities identified.



D60 Somba K'e Service Building (exterior): No building identification signage was identified at time of audit.



D61 Somba K'e Service Building (exterior): Approach to storage and utilities areas.



D62 Somba K'e Service Building (exterior): Garage entrance door at rear of building.



D63 Somba K'e Service Building (exterior): Approach from driveway at rear of building.



D64 Somba K'e Service Building (exterior): Walkway is narrow. Running slope of walkway to entrance is too steep for users of mobility aids, exceeding 11%.



D65 Somba K'e Service Building (exterior): Running slope of walkway to entrance is too steep in multiple sections, for users of mobility aids, exceeding 11%.



D66 Somba K'e Service Building (exterior): Walkway is narrow. Running slope of walkway to entrance is too steep in multiple sections, for users of mobility aids, exceeding 11%.



D67 Somba K'e Service Building (exterior): Walkway is narrow. Running slope of walkway to entrance is too steep for users of mobility aids, exceeding 11%.



D68 Somba K'e Service Building (exterior): Running slope of walkway to entrance (upper section) is too steep in multiple sections, for users of mobility aids, exceeding 9%.



D69 Somba K'e Service Building (exterior): Running slope of walkway to entrance (upper section) is too steep in multiple sections, for users of mobility aids, exceeding 9%.



D70 Somba K'e Service Building (exterior): Cross-slope is too steep at some sections, exceeding 2%.



D71 Somba K'e Service Building (exterior): Cross-slope is too steep at some sections, exceeding 2%.



D72 Somba K'e Service Building (exterior): At lower section of walkway, cross-slope is suitable at 2% or less. Walkway is narrow.



D73 Somba K'e Service Building (exterior): At lower section of walkway, cross-slope is suitable at 2% or less.



D74 Somba K'e Service Building (exterior): Running slope of walkway to entrance (lower section) is suitable in some areas, for users of mobility aids, at 5% or less.



D75 Somba K'e Service Building (exterior): Running slope of walkway to entrance (lower section) is suitable in some areas, for users of mobility aids, at 5% or less.



D76 Somba K'e Service Building (exterior): At lower section of walkway, cross-slope is suitable at 2% or less.



D77 Somba K'e Service Building (exterior): At lower section of walkway, cross-slope is suitable at 2% or less.



D79 Somba K'e Service Building (exterior): View of approach to walkway that leads to entrance of facility. Walkway is narrow.



D80 Somba K'e Service Building (exterior): View of adjacent areas.



D81 Somba K'e Service Building (exterior): View of adjacent areas.



D82 Somba K'e Service Building (exterior): View of adjacent areas.



D83 Somba K'e Service Building (exterior): Approach to storage and utilities areas.



D84 Somba K'e Service Building (exterior): Main entrance is not accessible with limited clear width and high glazing. Push bar hardware reduces clear width.



D85 Somba K'e Service Building (interior): Main entrance is not accessible with limited clear width and high glazing.



D86 Somba K'e Service Building (interior): Many interior areas are used for storage. Clear floor space is limited.



D87 Somba K'e Service Building (interior): Many interior areas are used for storage. Clear floor space is limited.



D88 Somba K'e Service Building (interior): Many interior areas are used for storage, including changing benches.



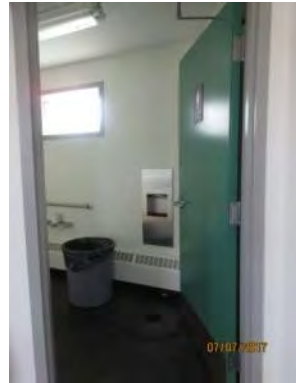
D89 Somba K'e Service Building (interior): Washrooms are not identified as accessible through door mounted signage. Signage is not accessible.



D90 Somba K'e Service Building (interior): Many interior areas are used for storage. Clear floor space is limited.



D91 Somba K'e Service Building (interior): Many interior areas are used for storage. Clear floor space is limited. Clothes hooks are mounted too high.



D92 Somba K'e Service Building (interior): Men's washroom is not accessible. Clear door width is limited but suitable for existing condition. Lever door hardware is provided. No power door operator is provided.



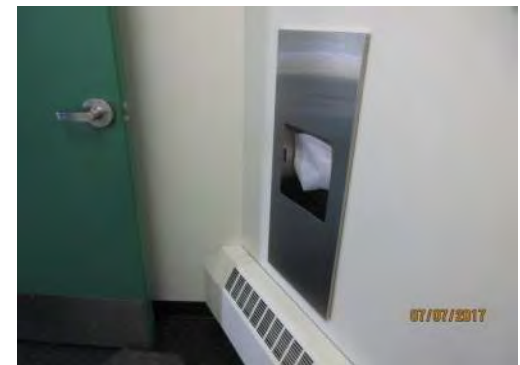
D93 Somba K'e Service Building (interior): Women's washroom is not accessible although some accessibility features are provided (e.g., grab bars). No transfer space is provided at side of toilet. Interior floor space is limited.



D94 Somba K'e Service Building (interior): Men's washroom is not accessible. Clear door width is limited but suitable for existing condition. Lever door hardware is provided. No power door operator is provided.



D95 Somba K'e Service Building (interior): Men's washroom is not accessible although some accessibility features are provided (e.g., grab bars). No transfer space is provided at side of toilet. Interior floor space is limited.



D96 Somba K'e Service Building (interior): Men's washroom is not accessible although some accessibility features are provided.



D97 Fireweed Studio (exterior): General view. Building identification signage above entrance is a "rustic" design and is not legible from a distance.



D98 Fireweed Studio (exterior): Ample clear width is provided along pedestrian sidewalk, leading to and from studio.



D99 Fireweed Studio (exterior):



D100 Fireweed Studio (exterior): Ample clear width is provided along pedestrian sidewalk, leading to and from studio.



D101 Fireweed Studio (exterior): Typical bench seating for City Hall Grounds. Stop seat surface is low. No adjacent rest area for users of mobility aids is provided at one side.



D102 Fireweed Studio (exterior): Level transition at entrance.



D103 Fireweed Studio (exterior): Building identification signage is "rustic" design, with no accessibility features. Interpretive plaque signage has limited to no accessibility features, mounted adjacent to entrance.



D104 Fireweed Studio (exterior): General view.



D105 Fireweed Studio (exterior): General view.



D106 Fireweed Studio (exterior): Clear door width is too narrow. D-pull hardware is small size with limited colour contrast.



D107 Fireweed Studio (exterior): Level transition at entrance. Clear door width is too narrow



D108 Fireweed Studio (interior): Floor space is well maintained. Some lower and higher shelving is not within accessible height range.



D109

Fireweed Studio (interior): Floor space is well maintained.



D110

Fireweed Studio (interior): Customer service / transaction desk is not accessible.



D111

Fireweed Studio (interior): Floor space is well maintained.



D112

Fireweed Studio (interior): Some lower and higher shelving is not within accessible height range.



Barrier Removal Action Plan

Yellowknife Curling Club

FOR STAFF REVIEW
D1 - December 2017

Prepared for:



CITY OF YELLOWKNIFE

Prepared by:



SPH Planning & Consulting Ltd
113 Miranda Avenue
Toronto, ON M6B 3W8

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1.0 INTRODUCTION

This Barrier Removal Action Plan identifies all work and upgrades required to make the **YK Curling Club** accessible, meeting the needs of all building users from a 'cross-disability' perspective. The overall goal of this project is to improve the level of accessibility experienced at this location by users with a broad range of disabilities. Accessibility compliance for this building was evaluated based on criteria established within the Ontario Building Code (OBC 2012, Section 3.8, including amendments for 2015), the Canadian Standards Association's "Accessible Design for the Built Environment" (B651-12, revised 2015) design standard, the AODA's Integrated Accessibility Standards Regulations (IASR) "Design of Public Spaces Standards" (Part IV.1, Accessibility Standards for the Built Environment), recognized "best practices" including the **City of Calgary Accessibility Design Standards (2016) / BF Design Guide (2017)**, and the consultant's audit experience.

1.1 Report Organization

The Barrier Removal Action Plan is organized as a spreadsheet, following the headings used to describe a typical "journey sequence" a user might take, which is also used during the auditing process. This allows easy cross-referencing by municipal Staff and Facility Managers responsible for this location. The Action Plan consists of **four (4) Sections**:

- A: Exterior Environments**
- B: Interior Environments**
- C: Building Systems, Controls and Communications**
- D: Special Facilities, Spaces and Environments**

For each Section, detailed recommendations are provided to remove barriers and address any accessibility issues identified during the audit process. Priorities for removing barriers related to specific building elements and the location of barriers are also identified. Finally, estimates for removing barriers, based on the number of units involved or 'quantity', are identified to establish a detailed barrier removal budget for each section. Costing estimates reflect 2017 dollars and the Consultant's experience with similar building types and knowledge of existing pricing in today's construction market. Additionally, cost data for the Canadian construction industry was referenced as required to provide accurate estimates, based on Hanscomb's "Yardsticks for Costing" (current edition).

2.0 ESTABLISHING PRIORITIES

Priorities for barrier removal and prevention are identified based on the Consultant's professional opinion and experience. Generally, priorities reflect a variety of criteria to ensure a cross-disability approach is applied to each barrier removal activity. This approach recognizes that there were different types of barriers identified at this location that affect different types of disabilities. Priorities are important to provide a baseline for strategically removing barriers in the most cost effective ways. Overall, recommendations for barrier removal at this location are based on the following "high, medium and low" priority rating scale:

<p>Priority 1 (Short-Term): Items giving immediate concern for safety or a significant barrier that requires prompt attention. Generally relates to a building code issue as well as actions that have minor cost implications (e.g., temporary obstructions, maintenance issues).</p>	<p>Time period for implementation: 0 to 2 Years</p>
<p>Priority 2 (Medium-Term): Essential items required to provide an acceptable level of access for persons with disabilities, and to be completed within the short term (e.g., highly used items). Generally relates to actions that need to be implemented as soon as it is practical.</p>	<p>Time period for implementation: 3 to 6 Years</p>
<p>Priority 3 (Long-Term): Items of best practice (e.g., Guidelines & CSA) and/or to be implemented when relevant area/element of the building is renovated, maintained, or upgraded. Often refers to actions that require significant structural alterations and construction costs, which would only be possible to implement over a long-term works schedule.</p>	<p>Time period for implementation: 7 to 10 Years</p>

This priority rating scale is designed as a framework only, for assisting with the implementation decision-making process. Overall, this scale should not be viewed as a 'rigid' evaluation tool, recognizing many priorities are very subjective in nature – what may be a considered a high priority for removing barriers related to one type of disability may not be seen as a high priority for another type.

3.0 BUDGET SUMMARY

Preliminary budget estimates for this location, itemized for each Accessibility Audit Report Section, are summarized as follows:

Section	Cost
A. Exterior Environments	\$10,250.00
B. Interior Environments	\$266,800.00
C. Building Systems, Controls & Communications	\$350.00
D. Special Facilities, Spaces & Environments	\$11,500.00
Total Cost (All Sections):	\$288,900.00

Preliminary budget estimates for this location, according to priority levels for each Accessibility Audit Section, are summarized as follows:

Section	Priority 1	Priority 2	Priority 3
A. Exterior Environments	\$5,250.00	\$5,000.00	\$0.00
B. Interior Environments	\$66,800.00	\$0.00	\$200,000.00
C. Building Systems, Controls & Communications	\$350.00	\$0.00	\$0.00
D. Special Facilities, Spaces & Environments	\$11,500.00	\$0.00	\$0.00
Total Cost (By Priority):	\$83,900.00	\$5,000.00	\$200,000.00

4.0 ADDITIONAL COMMENTS

The following Barrier Removal Action Plan provides a detailed overview of accessibility issues to be addressed at this location, individual priorities and preliminary cost estimates for each building or site element reviewed during the audit.

FACILITY AUDIT SUMMARY



CITY OF YELLOWKNIFE

Date of Audit:	July 2017
Name of Auditor(s):	Shane Holten

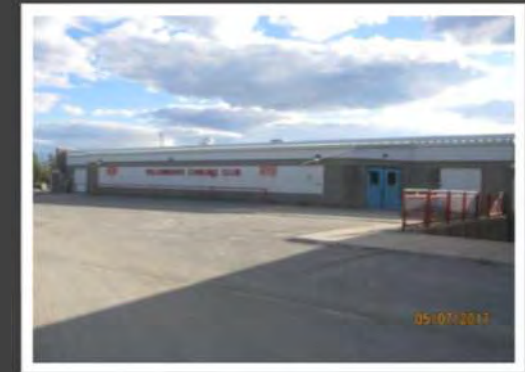
Facility Information

Name:	Yellowknife Curling Club
Type:	Curling Rink
Contact Person:	Dave Hurley
Address:	6006 50 Avenue
Date of Construction:	Unknown
Number of Floor(s):	1, plus basement level
Gross Floor Area (GFA) or Square Footage:	Unknown
General Layout & Configuration:	Curling Rink, Enclosed Viewing Areas, Change Rooms, Public Washrooms, Kitchen & Pro Shop, Staff Office.

Accessibility Information

Estimated # of Total Parking Spaces:	30 - Parking spaces were not marked and could not be counted.
Number of Accessible Parking Spaces:	0 - No accessible parking spaces were marked.
Total # of Entrance(s):	2
Total # of Accessible Entrance(s):	1 (partial) - Level access is provided at main entrance.
Number of Public Entrance(s):	1
Number of Staff Entrance(s):	1 (marked as "Concession", through exterior signage)

YK Curling Club



SITE MAPPING + FLOOR PLANS

1. Exterior Mapping: YK Curling Club
2. Floor Plans: YK Curling Club



Facility:
**Yellowknife
Curling Club**

Address:
6006 50 Avenue

Title:
Site Plan

Ref North
N.T.S



Prepared by:



Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:
09-28-2017

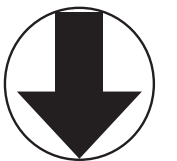
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A-101

Facility:
**Yellowknife
Curling Club**

Address:
6006 50 Avenue

Title:
Upper Level

Ref North
N.T.S



Prepared by:

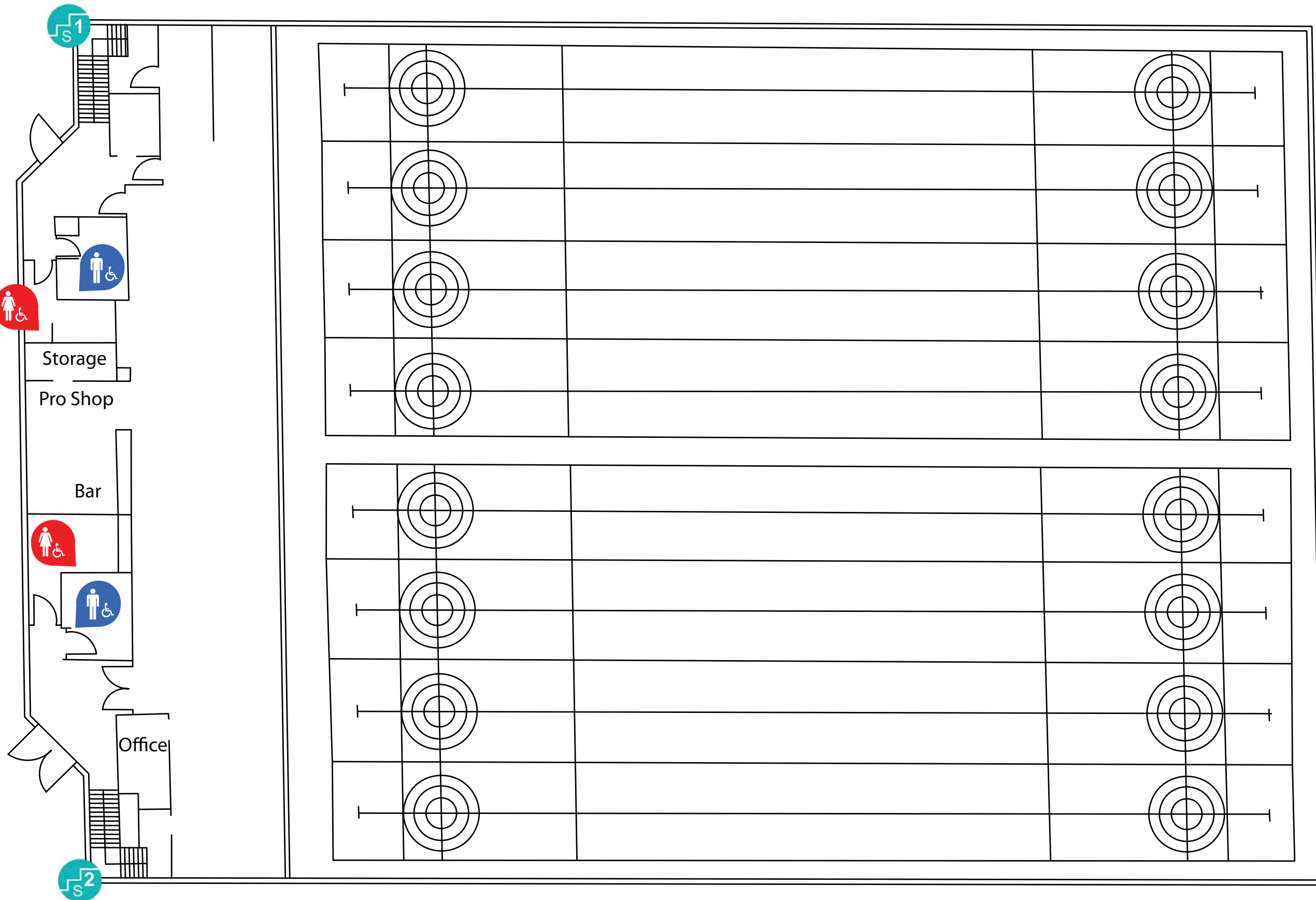


Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:
09-28-2017

Sheet:
B-101

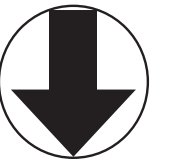


Facility:
**Yellowknife
Curling Club**

Address:
6006 50 Avenue

Title:
Lower Level

Ref North
N.T.S



Prepared by:

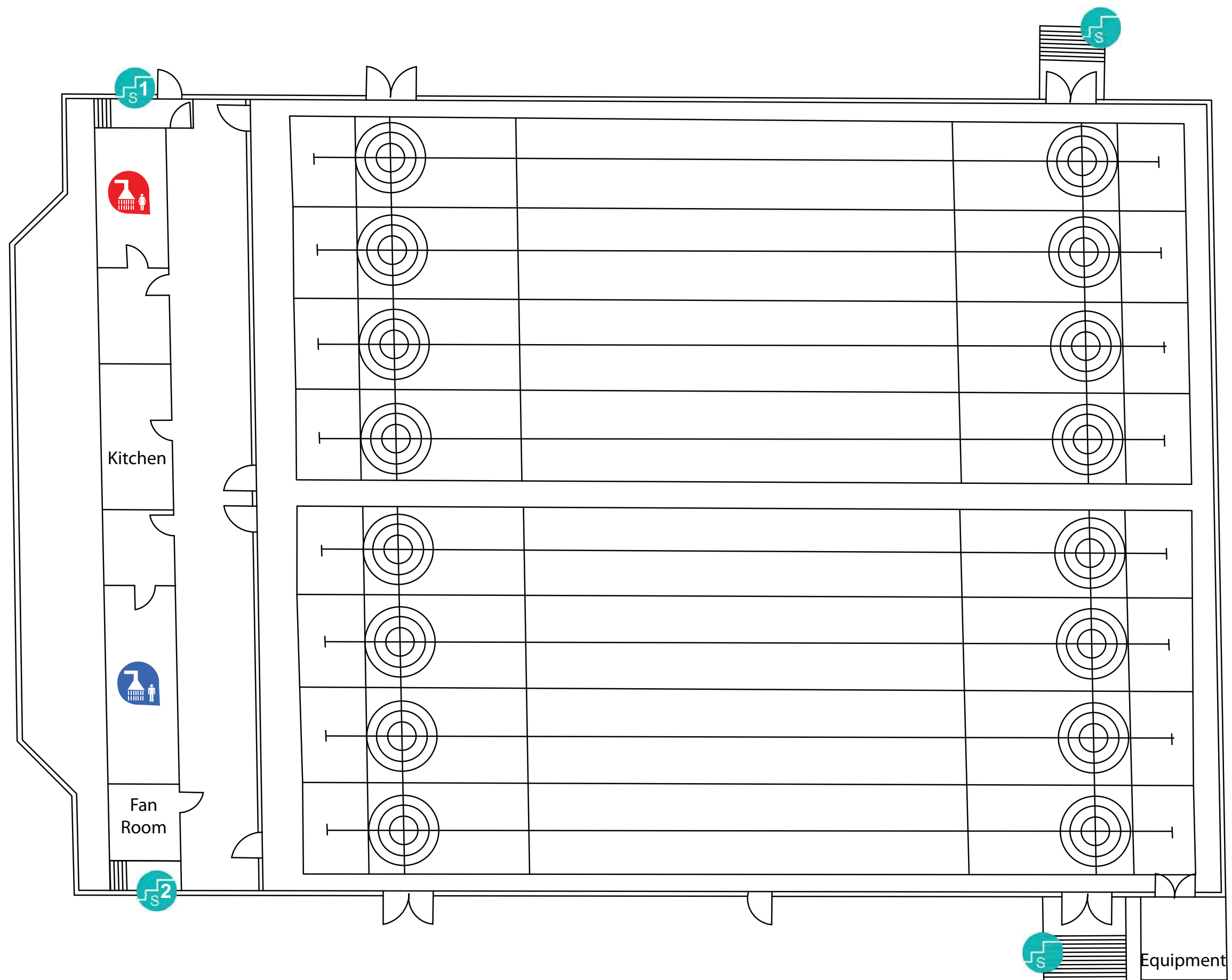


Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:
09-28-2017

Sheet:
B-102



BARRIER REMOVAL ACTION PLAN

Section A: Exterior Environments

Section B: Interior Environments

Section C: Building Systems, Controls & Communications

Section D: Special Facilities, Spaces & Environments

SECTION A: EXTERIOR ENVIRONMENTS

A.1.0 GENERAL COMMENTS

Exterior Environments:

Key elements reviewed in this section include: site and building identification and information signage; parking; exterior pedestrian circulation routes; and street furniture / public amenities.

The following summary observations were made at the time of the audit:

- (a) At time of audit, one exterior entrance driveway was under construction and was not reviewed.
- (b) No accessible parking spaces identified through pavement markings, however, spaces appear to be available.
- (c) Informational and directional signage is typically limited and/or dated.
- (d) Generally, no provision of accessible seating or rest areas was identified throughout exterior.



SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.2.0 SITE & BUILDING SIGNAGE										
General Comments										
Building identification signage is prominent, mounted on front façade of this facility.										
No building address signage was identified.										
A.2.1	Signage: Building identification signage provision appears to be suitable but is dated and difficult to identify facility when approaching from parking lot and main entrance drive aisle. Text is dark red colour, which contrasts well with white background. Address identification signage is not provided.	A2, A6	Based on existing condition of facility, upgrade is not considered a high priority or immediate need unless exterior renovations are undertaken. When upgrading exterior in future, provide new building and site identification signage, that is clearly visible and prominent, viewable when approaching from site perimeter and entrance driveways, and with full accessibility features integrated.	Main entrance (south side).	NA	Varies	Facility Management Review			
A.2.2	Informational / Directional Signage: No directional signage is provided to identify location of entrances, when arriving and parking. However, they are generally prominent, depending on approach into site.	A5, A13	Install identification/directional signage to guide users to location of entrances from parking area. To be coordinated with accessibility upgrades if implemented. No cash allowance is identified at this time for signage upgrades.	Throughout exterior.	NA	1	Maintenance Required			
A.2.3	Lighting: Daytime lighting conditions were reviewed only. Generally, lighting fixtures appear to be provided as part of exterior façade and / or canopy.		Validate illumination of exterior signage during night-time conditions. To be conducted by Facility Manager. Coordinate with Action C.2.1.	Throughout exterior.	Allow \$250.00 for external review	See Action C.2.1.	Facility Management Review	\$250.00		
Cost Summary								\$250.00	\$0.00	\$0.00
Total Cost A.2.0								\$250.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.3.0 PUBLIC TRANSPORTATION - TRANSIT STOPS & SHELTERS										
A.3.1			Not applicable. Not part of the scope of this project.							
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost A.3.0								\$0.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.4.0 PARKING & PASSENGER LOADING ZONES										
General Comments										
<p>One parking lot is located directly adjacent to the main and secondary entrances to this facility. No parking spaces are marked.</p> <p>No designated accessible parking spaces are provided and/or marked.</p>										
A.4.1	<p>Provision & Design:</p> <p>No accessible parking spaces are marked or provided.</p> <p>No parking spaces are marked, therefore, a space count could not be conducted.</p> <p>It is estimated that 20 to 30 spaces could potentially be available.</p> <p>Note: Any passenger loading zone could potentially be integrated as part of re-design in future.</p>	A4, A6	<p>Facility Management to confirm formal count of parking space provisions.</p> <p>Existing asphalt appears to be in poor condition in some areas.</p> <p>Reconfigure existing parking lot to incorporate suitable access aisles and dimensions, and to provide at least one (1) Type A space and two (2) Type B spaces (minimum). Provision to be validated based on confirmed total number of regular spaces. Provide all required signage and pavement markings.</p> <p>Link new access aisles to a clearly marked, safe, and continuous accessible route with level transitions as required leading to main and secondary entrances.</p> <p>Ensure design allows users to travel in front of parking spaces and not behind them, for safety.</p>	Parking Lot, north side.	\$5,000.00 Cash Allowance	Varies	Detailed Study Required		\$5,000.00	
Cost Summary								\$0.00	\$5,000.00	\$0.00
Total Cost A.4.0								\$5,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.5.0 EXTERIOR PEDESTRIAN ROUTES										
General Comments Generally, there are no exterior pedestrian routes and/or provision is very limited at this location, recognizing that it appears that the majority of users would arrive at this location by vehicle. No separated exterior pedestrian routes are provided from adjacent parking lot (Ruth Inch Pool) and/or from site perimeter off of 50 Street (Franklin Avenue).										
A.5.1	<p>General Provision:</p> <p>No clearly separated public sidewalk / accessible routes are provided, linked to parking and entrance(s).</p> <p>Note: Original design did not appear to integrate any accessibility features.</p>	A1, A2, A3, A4, A5, A6, A7, A8, A9, A13, A14, A16, A17	<p>Short Term: Provision of one accessible curb ramp (with TWS). To be provided adjacent to a new accessible parking space. Coordinate with main entrance upgrades.</p> <p>Coordinate re-design and provision of clearly separated/marked public accessible routes from site perimeter with other parking lot upgrades (if required).</p> <p>Detailed review and design is required to identify provision of a new public sidewalks (e.g., concrete). Curb ramps and tactile walking surface indicators etc., may also be required.</p> <p>Exterior and related landscape design to be considered if full upgrade of existing facility is considered feasible.</p> <p>No cash allowance is identified at this time for long term upgrades which are extensive.</p>	Parking lot.	\$5,000.00	Varies	Detailed Study Required			
							Cost Summary	\$5,000.00	\$0.00	\$0.00
							Total Cost A.5.0	\$5,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.6.0 RAMPS										
A.6.1			Not applicable. No exterior ramps are provided at this location.							

Cost Summary	\$0.00	\$0.00	\$0.00
Total Cost A.6.0	\$0.00		

A.7.0 STAIRS & STEPS										
A.7.1			Not applicable at this location. No stairs or steps identified throughout exterior. Exterior stairs / steps associated with exits generally are dated design, and are not part of an accessible route (e.g., exits from lower Curling Rink areas).							

Cost Summary	\$0.00	\$0.00	\$0.00
Total Cost A.7.0	\$0.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.8.0 EXTERIOR AMENITIES & STREET FURNITURE										
A.8.1	<p>Seating & Rest Areas:</p> <p>No accessible seating and rest areas were identified.</p> <p>One (1) existing wooden bench was identified, however, it is not accessible and is in considerable disrepair.</p>	A12	<p>There is limited to no landscaped areas at this location, including no adjacent accessible public sidewalks.</p> <p>No rest areas appear to be required based on assumption users typically arrive at this location by vehicle.</p> <p>Consideration for accessible seating and rest area options may be needed if renovations are considered in future. Providing a bench/rest area adjacent to accessible parking spaces could be considered when spaces are upgraded.</p> <p>To be reviewed by City and Facility Management.</p> <p>No cash allowance is identified at this time.</p>	Throughout exterior and parking lot.	NA	TBD	Facility Management Review			
A.8.2	<p>Amenities & Street Furniture:</p> <p>Generally, none provided and/or identified.</p>		<p>No upgrades required at this time.</p> <p>To be addressed as part of extensive renovation and/or new facility design if implemented.</p>	Throughout exterior and parking lot.	NA	Varies	Facility Management Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost A.8.0								\$0.00		

SECTION A PHOTOS: EXTERIOR ENVIRONMENTS



A1 View towards main entrance from parking lot. No accessible routes are typically provided due to high transitions between parking surface and concrete walkways.



A2 View towards main entrance from parking lot. No accessible routes are typically provided due to high transitions between parking surface and concrete walkways.



A3 No curb ramp is provided. Transition between parking area and sidewalk leading to main entrance is too high for users of mobility aids.



A4 Parking Lot: No spaces are marked. No accessible parking spaces are designated through pavement markings or signage.



A5 View towards secondary entrance from parking lot. Asphalt appears to be in poor condition in some areas.



A6 Parking Lot: No spaces are marked. No accessible parking spaces are designated through pavement markings or signage.



A7 Approach to secondary entrance: Clear width of sidewalk is reduced significantly by guardrail.



A8 No curb ramp is provided. Transition between parking area and sidewalk leading to secondary entrance is too high for users of mobility aids.



A9 Approach to secondary entrance: Clear width of sidewalk is reduced significantly by guardrail.



A10 Secondary entrance: Marked as "Concession" entrance. Level access is provided for users of mobility aids. Entrance is not marked as accessible through signage.



A11 Main entrance: Level access is provided for users of mobility aids. Entrance is not marked as accessible through signage.



A12 Bench is not accessible and is dated construction.



A13 No curb ramp is provided. No informational or directional signage is provided to guide users to main entrance.



A14 No curb ramp is provided. Transition between parking area and sidewalk leading to main entrance is too high for users of mobility aids.



A15 View of south side of building.



A16 No sidewalk is provided off of main entrance driveway and from site perimeter, off of 50 Avenue.



A17 No sidewalk is provided off of main entrance driveway and from site perimeter, off of 50 Avenue.



A18 At time of audit, main entrance driveway was under construction.

SECTION B: INTERIOR ENVIRONMENTS

B.1.0 GENERAL COMMENTS

Interior Environments:

Due to overall conditions of this facility, with limited or no accessibility features provided, the recommended short term focus for upgrades is to provide accessibility for spectators (e.g., viewing, seating, circulation) in at least one area of the upper enclosed area of the Curling Rink.

Detailed review and design is required to address accessibility in Change Rooms and related areas for circulation, as part of the lower level.

The following summary observations were made at the time of the audit:

- (a) Curling Rink viewing area (Lower Level) and Changerooms are reviewed in Section D, "Special Facilities, Spaces and Environments" of this report.
- (b) No elevator access is provided to lower level. Priority for potential improvements is focused on upper level, recognizing full accessibility upgrades may need to be implemented in stages.
- (c) Men's and Women's washrooms are identified as accessible through door-mounted signage, however, features and amenities are typically non-compliant. Overall design is not compliant with current accessible design standards/guidelines and expectations.
- (d) Generally, detailed design and review is required to validate options for the provision of upgrades related to elevator and washroom accessibility. Provision of one (1) universal washroom on upper level is a key consideration, instead of renovating multiple washrooms.
- (e) Overall, additional strategies to accommodate users with varying types of disabilities will need to be considered by the City, including consideration for addressing needs at an alternate location (if available) and / or longer term planning for the provision of a new facility.



SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.2.0 BUILDING ENTRANCES										
General Comments										
One door of a multi-door main ("front") entrance to the building is accessible, with level access and a power door operator for users of mobility aids. A gently sloped accessible route is provided to this entrance, however, it is partially obstructed and is not clearly marked.										
B.2.1	<p>Main Entrance: Exterior vestibule door (double door system, with centre mullion). Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Level access is provided at doorway.</p> <p>Clear width of 845 mm is suitable for an existing condition (one door leaf). However, it is reduced to 773 mm at panic push bar height).</p> <p>Lower edge of glazing is too high for users of wheeled mobility aids for visibility.</p> <p>No power door operator (PDO) is provided.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B1, B2	<p>Upgrade door to provide 860 mm clear width (minimum) and with a suitable vision panel. Provide power door operator (PDO).</p> <p>Ensure accessible door is marked with ISA decals (both sides).</p> <p>Notes: Consider removing double doors to provide a single door leaf, since existing door glazing is non-compliant.</p> <p>Additionally, overhead clearance at doors appears to be limited and housing for PDO and related hardware may have to be offset, and mounted adjacent to single door leaf.</p>	Main entrance. (exterior door)	\$10,000.00	NA	Cash Allowance Recommended	\$10,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.2.2	<p>Main entrance: Interior vestibule door (double doors).</p> <p>Clear width is non-compliant (one door leaf at 744 mm, reduced to 678 mm at panic push bar height).</p> <p>No door glazing is provided. No power door operator (PDO) is provided.</p>	B4, B5	<p>Option 1: Provide power door operator (PDO) that opens both doors at same time. Upgrade both doors with a suitable vision panel. Ensure accessible doors are marked with ISA decals (both sides of both doors).</p> <p>Option 2: Consider removing double doors to provide a single door leaf, with suitable glazing and PDO. Mark with ISA decals (both sides)</p>	Main entrance. (Interior door)	\$10,000.00	NA	Cash Allowance Recommended	\$10,000.00		
Cost Summary								\$20,000.00	\$0.00	\$0.00
Total Cost B.2.0								\$20,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.3.0 MAIN RECEPTION AREAS & LOBBIES										
B.3.1	<p>Floor Surfaces:</p> <p>No problems identified with vinyl flooring at the time of audit. Floor reflects some glare but it is not considered excessive.</p>	B2, B3, B4 B21, B23	Ensure flooring conditions are routinely monitored and maintained (e.g., matting provided and inspected) in order to prevent any potential slipping and tripping hazards. Ensure flooring surface is not highly polished and that a matte finish is maintained.	Main entrance lobby.	NA	NA	Maintenance Required			
B.3.2	<p>Display Boards, Awareness & Alternate Formats:</p> <p>Some lowered sections of bulletin boards are mounted too high, above 1100 mm and most information is not legible for users of wheeled mobility aids due to mounting height.</p> <p>Some information and/or postings are mounted too high for users of mobility aids.</p>	B7	<p>Provide key information at accessible height.</p> <p>Ensure posted information addresses accessibility issues for communications / print documentation etc.</p> <p>Provide all priority information and/or brochures to be displayed at accessible height and lower eye / reach level.</p> <p>Ensure staff at this location are provided with disability awareness / sensitivity training as part of City's broader and ongoing staff training initiatives.</p> <p>No Cash Allowance for training of key Staff at this location is provided at this time.</p>	Main entrance lobby/corridor.	NA	1 (Ongoing Training Modules)	Staff Training / Awareness			
			<p>If required, City should consider providing information re: accessibility conditions online, to assist users with understanding conditions, including areas where full access may not be available (e.g., lower level / basement). Provide future accommodations as required and based on request.</p>	Website.	Internal	Coordinate with Ongoing website upgrades.	Policy / Practice / Procedure Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost B.3.0								\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.4.0 INTERIOR CIRCULATION ROUTES & CORRIDORS										
General Comments:										
Overall, no major problems related to interior circulation was identified for Upper Level.										
This section also includes a review of circulation related to Concession Stand / Bar and Pro-shop, located on Upper Level.										
B.4.1	<p>Clear Width:</p> <p>Suitable clear width of 1083 mm is provided at entry.</p> <p>Generally, circulation in staff work areas is suitable. Some temporary storage was observed.</p> <p>Some mounting heights for retail items are too high, for users of mobility aids.</p>	B9, B14, B15	<p>Remove temporarily stored items on regular basis to prevent obstructions, especially for users of mobility aids.</p> <p>Provide staff / public accommodations based upon request.</p>	<p>Concession stand / bar (upper level).</p> <p>Pro-shop, upper level.</p>	NA	NA	Maintenance Required			
B.4.2	<p>Accessible routes: Corridor clear width 920 mm (min) or 1500 mm (preferred), high circulation areas. 1100 mm (min) recommended.</p> <p>No problems were identified. Furniture is flexible to provide suitable clearances. Some temporary storage of furniture & equipment was observed.</p>	B16, B17	<p>Ensure circulation routes are not temporarily obstructed during regular operating hours.</p>	Throughout interior, upper level.			Maintenance Required			
B.4.3	<p>Furniture:</p> <p>Tables: Knee space is provided below at 716 mm high, with suitable clear width and top surface mounted at 752 mm high. Chairs are flexible / movable and typically are accessible, with arm rests provided.</p>	B6, B7, B8, 10, B11, B12, B16, B17	<p>Ensure staff are trained to provide accommodations immediately and based upon request. Furniture can be adjusted to increase clear width for circulation etc.</p> <p>As furniture is upgraded over time, provide accessible seating and table options. This includes seating with arm rests to allow for transfer from wheeled mobility aids.</p>	Throughout interior, upper level.	NA	NA	Policy / Practice / Procedure Review			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.4.4	<p>Floor Surfaces:</p> <p>Glare & potential slipping hazards - no major problems identified at time of audit.</p> <p>In some areas where vinyl flooring is used, some glare is reflected but it is not considered excessive.</p>	B4, B6, B9	<p>Ensure flooring surfaces are not highly polished in order to prevent potential slipping hazards and problems with glare.</p> <p>Install a window blind for glazing at Secondary entrance/exit (Refer to Photo B21).</p> <p>Where matting is used, ensure edges are secured (e.g., double-sided adhesive tape, use of weighted mats and/or other measures). Ensure mats are well maintained in order to prevent tripping hazards for all users.</p>	Entrance vestibule; Throughout interior, upper level.	NA	NA	Maintenance Required			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost B.4.0								\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.5.0 DOORS & DOORWAYS										
General Comments	<p>This section focuses on doorways related to upper floor recognizing there is no elevator access to lower level (basement). Additional doors related to other spaces such as Curling Rink and Change Rooms (lower level) are addressed in Section D of this report.</p> <p>Due to overall conditions of facility, with limited or no accessibility features provided, the recommended short term priority for upgrades is to provide accessibility for visitors and spectators (e.g., viewing, seating, circulation) on upper floor.</p>									
B.5.1	<p>Circulation doorways (typical): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear width at 845 mm is suitable for existing condition. Panic push bar and D-pull hardware is provided. Clear width is reduced to less than 800 mm at panic push bar height.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B18, B19, B20, B21	<p>Remove temporarily stored boxes obstructing exit door (Note: Facility was not open and/or occupied at time of audit).</p> <p>No upgrades are recommended for short term.</p> <p>Generally, exits would have limited public use.</p>	Exit doors, upper level. (typical)	NA	NA	Maintenance Required			
B.5.2	<p>Exit door:</p> <p>Level access is provided. Suitable clear width is provided at 850 mm, however, it is reduced to only 773 mm clear width at panic push bar height.</p> <p>Door glazing is mounted too high (lower edge), for users of mobility aids. Interior lobby area and floor space is well maintained.</p>	B22, B23, B24	<p>No upgrade is recommended at this time.</p> <p>Coordinated upgrades are required for the facility as a whole if it is determined that all exit doors will be upgraded over time. Refer to Section D, for review of exits related to Curling Rink.</p>	Secondary entrance / exit (upper level).	NA	NA	Facility Management Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost B.5.0								\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)			
								P1 Short-Term	P2 Medium-Term	P3 Long-Term	
B.6.0 RAMPS											
General Comments	None provided at this location.										
								Cost Summary	\$0.00	\$0.00	\$0.00
								Total Cost B.6.0	\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.7.0 STAIRS & STEPS										
General Comments	<p>Generally, stairs appear to be original design. Two (2) main exit stairs are provided, referred to as Stair #1 and Stair #2 on mapping. Refer to Mapping section of this report.</p> <p>Tread depth of 290 mm and riser height of 180 mm is typical and suitable (Note: measurements were sampled at Stair #2, adjacent to main entrance. This stair also appeared to be main circulation stair between upper and lower levels).</p> <p>Steps related to exits for Curling Rink are reviewed in Section D of this report.</p>									
B.7.1	<p>Handrail Provision:</p> <p>Typically provided on both sides.</p> <p>Grasping dimension is 50 mm (oversized) and handrails are mounted low at 840 mm high.</p> <p>Extensions are provided (top & bottom), however, handrail grasping dimension is non-compliant.</p> <p>Handrails have strong colour contrast (e.g., painted red compared to white / beige wall colour and mounting surface).</p>	B26, B28, B29, B30, B31, B32	<p>Provide new handrails at 860 to 920 mm high (e.g., including required extensions, with suitable returns to the wall or floor) on top and bottom landings. Ensure suitable grasping dimension 30 to 40 mm (max).</p> <p>Confirm all handrail requirements as part of detailed design.</p>	Stair #1 and #2.	\$5,000.00 Cash Allowance	2	Cash Allowance Recommended	\$5,000.00		
B.7.2	<p>Tread Nosings:</p> <p>No colour contrasted nosings are provided.</p>	B26, B28, B29, B30, B31	<p>Upgrade stair tread nosings, with colour contrasted,, slip resistant nosings (50 mm depth minimum, extending full width of each tread).</p> <p>Based on level of use, upgrade is considered a higher priority.</p>	Stairs: Entrance Lobby; Exit Stairs (east & west sides).	\$5,000.00 Cash Allowance \$30.00 per tread (+/-)	60 stair treads (+/-)	Maintenance Required	\$1,800.00		
B.7.3	<p>Tactile Warning Surface Indicators (TWSI):</p> <p>None provided at top landings.</p>	B25, B30	<p>Install TWSI's at top landings of exit stairs.</p> <p>Based on level of use, upgrade is considered a higher priority.</p>	Stair #1 and #2.	\$1,500.00 ea.	2		\$3,000.00		
Cost Summary								\$9,800.00	\$0.00	\$0.00
Total Cost B.7.0								\$9,800.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.8.0 ELEVATORS, LIFTS & ESCALATORS										
General Comments	Based on the age and condition of this facility, an elevator upgrade may not be considered feasible or highest priority. Upgrades to amenities provided on the main level may be a higher priority recognizing level access is provided for users of mobility aids (e.g., scooters and power wheelchairs) as identified in this report.									
B.8.1	Elevator Provision: Currently, no elevator access is provided between both floor levels.		Conduct feasibility study / analysis to determine feasibility of upgrades to all areas of this facility, including elevator provision. This would then determine options for other required accessibility upgrades (e.g., Curling Rink access, washrooms and change rooms).	Throughout interior.	\$10,000.00 Cash Allowance (study)	NA	Detailed Study Required	\$10,000.00		
B.8.2	Elevator Provision: No elevator is provided at this location to access lower level (basement).		Consider installation of a full size elevator or alternatively, an accessible lift (if required due to structural or space constraints), to provide access to the lower floor and amenities. This can be coordinated if major capital renovations are being considered to make the facility fully accessible (e.g., through future expansion or additions etc.). Suitable space will have to be located for elevator. Short term: Provision of a stair chair lift of vertical platform lift may be a consideration for short term upgrade.	NA	\$200,000.00 Cash Allowance (minimum) Detailed study and design required	1	Major Capital Upgrade Consideration			\$200,000.00
Cost Summary								\$10,000.00	\$0.00	\$200,000.00
Total Cost B.8.0								\$210,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.0 WASHROOM FACILITIES										
<p>General Comments</p> <p>Two sets of separate Men's and Women's multi-occupancy washrooms are provided on main floor, level 1. Washrooms are identified as accessible through door mounted signage at entrances, which also includes the International Symbol of Accessibility, however, all existing washrooms are not accessible.</p> <p>Change Room Washrooms (Lower Level): For issues related to washroom facilities in Change Rooms, refer to Section D of this report.</p>										
B.9.1	<p>Entrances: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear width is 845 mm, suitable for an existing condition.</p> <p>No power door operators are provided.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B33, B34, B37	<p>Short term: In lieu of renovating two washrooms to provide accessibility, provide a new universal washroom for public. Convert existing Men's washroom, which appears to be most suitable location. Upgrade identification signage.</p> <p>Note: Includes upgrade to entrance door to increase clear width to 860 mm (min) and provision of power door operator.</p> <p>Consider relocating entrance door to provide access directly off of entrance vestibule rather than short corridor where existing entrance is located.</p>	Men's & Women's washrooms, 1st floor (adj. to main entrance).	\$25,000.00	NA	Facility Management Review	\$25,000.00		
B.9.2	<p>Entrances: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear width is too narrow and non-compliant at 750 mm or less.</p> <p>Washrooms are identified as accessible through door mounted signage, however, no interior accessible features are provided.</p>	B41, B42, B43, B47, B48	<p>Refer to B.9.1.</p> <p>Additional washroom accessibility upgrades to be considered if facility as a whole is extensively renovated and/or expanded etc. (e.g., additions).</p>	Men's & Women's washrooms, 1st floor (adj. to <u>secondary entrance</u>).	NA	NA				

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.3	<p>General Comments:</p> <p>Existing washrooms marked as accessible are non-compliant due to stall dimensions and other features.</p> <p>Lavatories are not accessible, with no knee space provided below.</p>	B33 to B40 B41 to B51	Remove International Symbol of Accessibility signage at all existing washrooms and identify as regular washrooms. Provide accessible washroom identification signage (e.g., braille / tactile) that is suitably mounted (e.g., latch side of door).	Men's & Women's washrooms, 1st floor (adj. to entrance)	\$1,500.00	4		\$1,500.00		
B.9.4	<p>Directional Signage:</p> <p>General upgrade (short term).</p>		<p>If implemented, provide directional signage (at regular washroom location) to identify location of new universal washroom.</p> <p>Coordinate with B.9.1</p>	Secondary entrance vestibule.	\$500.00	1		\$500.00		
Cost Summary								\$27,000.00	\$0.00	\$0.00
Total Cost B.9.0								\$27,000.00		

SECTION B PHOTOS: INTERIOR ENVIRONMENTS



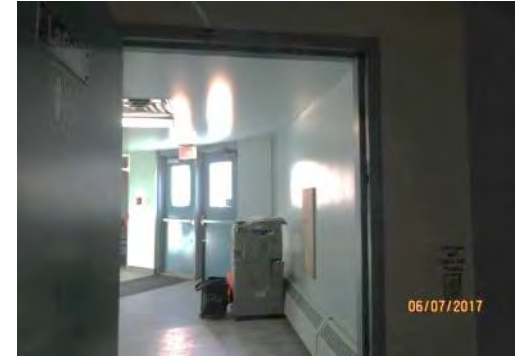
B1

Main entrance: Level access is provided at doorway but there is no accessible route provided to entrance. Limited clear width is provided. No power door operator is provided.



B2

View of entrance lobby and entrance to Manager's Office.



B3

View of entrance lobby from Women's washroom area.



B4

Entrance to viewing and assembly area, upper level. Limited clear width. No power door operator provided. No door glazing.



B5

Information boards are typically mounted too high and posted information is cluttered. AED cabinet is mounted too high, with no cane detectable leading edge.



B6

Viewing and assembly area, upper level. Generally, furniture is flexible.



B7 Viewing and assembly area, upper level, adjacent to Manager's Office. Generally, furniture is flexible.



B8 Approach to Manager's Office, upper level. Office was locked at time of audit.



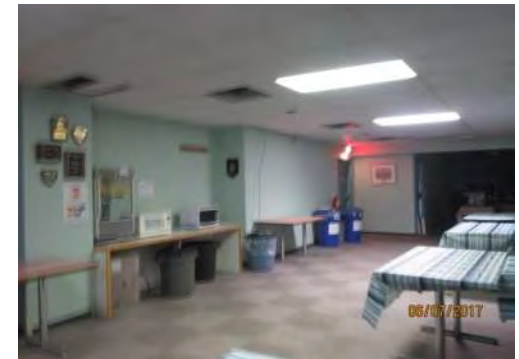
B9 View of concession stand / bar and Pro-shop, upper level.



B10 View of viewing / assembly / dining area, upper level.



B11 View of viewing / assembly / dining area, upper level.



B12 View of viewing / assembly / dining area, upper level.



B13 Suitable clear width is provided at entry to Concession Stand / Bar and Pro-shop Area (upper level).



B14 View of staff work area behind Concession Stand / Bar (upper level).



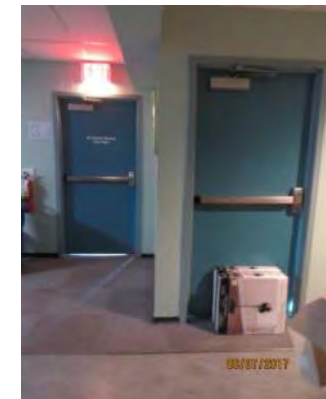
B15 View of Pro-shop area, upper level (adjacent to Concession Stand / Bar). Generally, no accessibility features identified (e.g., mounting heights for retail displays etc.).



B16 View of viewing / assembly / dining area, upper level.



B17 View of viewing / assembly / dining area, upper level.



B18 View of exit doors, upper level. One exit door was temporarily obstructed due to placement of boxes.



B19

Circulation door leading to washrooms and secondary entrance / exit (grade level).



B20

Circulation door leading to secondary entrance / exit (grade level).



B21

Secondary staff entrance / exit: Some glare observed.



B22

Secondary staff entrance / exit: Level access is provided.



B23

Secondary staff entrance / exit: Bottom edge of door glazing is mounted too high for users of mobility aids.



B24

Secondary staff entrance / exit: View of interior lobby area and entrances to viewing / assembly area (upper floor).



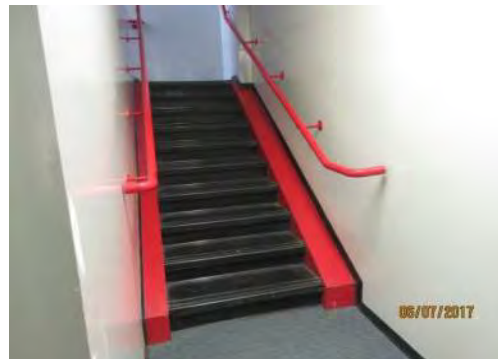
B25 View of approach to Stair #1 and secondary entrance / exit. No TWSI is provided at top landing.



B26 Stair #1: No colour contrast is provided on stair tread nosings for users with a vision loss. Handrails have large grasping surface / dimension.



B27 Stair #1: View of landing area (lower level).



B28 Stair #1: Handrails have large grasping surface / dimension. No colour contrast is provided on stair tread nosings for users with a vision loss.



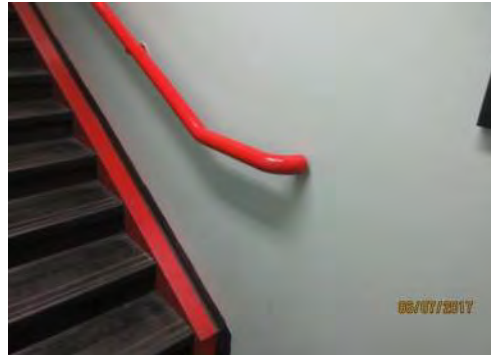
B29 Stair #2: No colour contrast is provided on stair tread nosings for users with a vision loss.



B30 Stair #2: No TWSI provided at top landing. No colour contrast is provided on stair tread nosings for users with a vision loss. Handrails have large grasping surface / dimension.



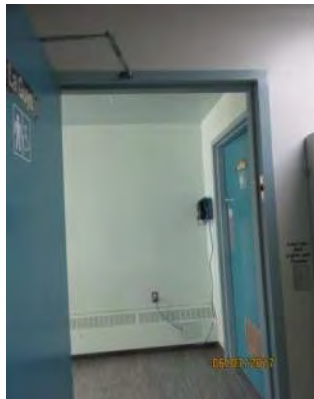
B31 Stair #2: Handrails have large grasping surface / dimension. No colour contrast is provided on stair tread nosings for users with a vision loss.



B32 Stair #2: No colour contrast is provided on stair tread nosings for users with a vision loss. Handrails have large grasping surface / dimension.



B33 Main Floor: Approach to Men's & Women's washrooms adjacent to main entrance.



B34 Main Floor (adj. to entrance): Men's Washroom. Identified as accessible through door signage but it is not accessible.



B35 Main Floor (adj. to entrance): Men's Washroom. Identified as accessible through door signage but it is not accessible.



B36 Main Floor (adj. to entrance): Men's Washroom. Identified as accessible through door signage but it is not accessible.



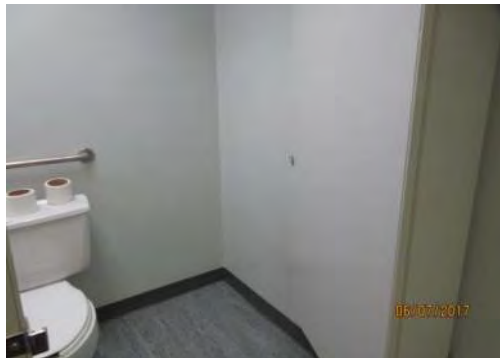
B37 Main Floor (adj. to entrance): Women's Washroom. Identified as accessible through door signage but it is not accessible.



B38 Women's Washroom (adj. to entrance): Identified as accessible through door signage but it is not accessible. No accessible lavatory.



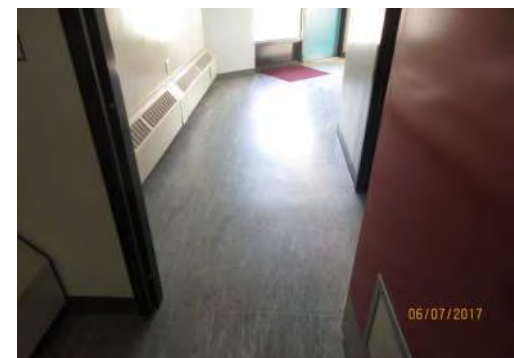
B39 Women's Washroom (adj. to entrance): Identified as accessible through door signage but it is not accessible. Stall dimensions non-compliant.



B40 Women's Washroom (adj. to entrance): Identified as accessible through door signage but it is not accessible.



B41 Main Floor (adj. to secondary entrance): Approach to Men's & Women's washrooms.



B42 Main Floor (adj. to secondary entrance): Women's Washroom. Identified as accessible through door signage but it is not accessible.



B43 Main Floor (adj. to secondary entrance): Women's Washroom. Identified as accessible through door signage but it is not accessible.



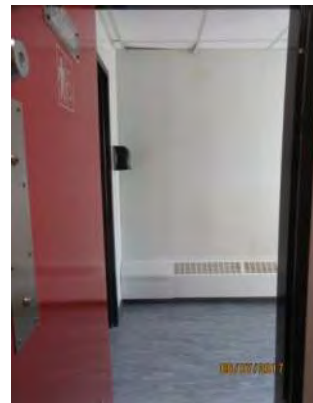
B44 Main Floor (adj. to secondary entrance): Women's Washroom. Identified as accessible through door signage but it is not accessible.



B45 Main Floor (adj. to secondary entrance): Women's Washroom. Identified as accessible through door signage but it is not accessible.



B46 Main Floor (adj. to secondary entrance): Women's Washroom. Identified as accessible through door signage but it is not accessible.



B47 Main Floor (adj. to secondary entrance): Men's Washroom. Identified as accessible through door signage but it is not accessible.



B48 Main Floor (adj. to secondary entrance): Men's Washroom. Identified as accessible through door signage but it is not accessible.



B49 Main Floor (adj. to secondary entrance): Men's Washroom. Identified as accessible through door signage but it is not accessible.



B50 Main Floor (adj. to secondary entrance): Men's Washroom. Identified as accessible through door signage but it is not accessible.



B51 Main Floor (adj. to secondary entrance): Men's Washroom. Identified as accessible through door signage but it is not accessible.

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

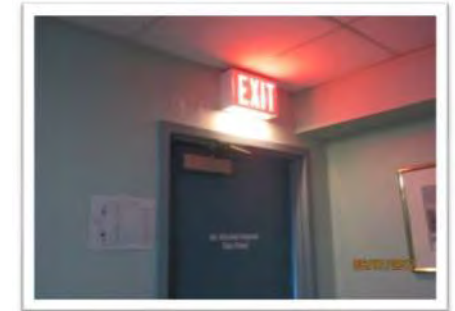
C.1.0 GENERAL COMMENTS

Building Systems, Controls and Communications:

Key elements reviewed in this section include: Exterior and interior lighting, interior signage & wayfinding, emergency systems and public amenities.

The following summary observations were made at the time of the audit:

- a) Typically, interior lighting and fire alarm pull controls are mounted too high. Fire safety plans are posted at entrance / exit doors.
- (b) Generally, interior signage and wayfinding system is dated, with limited and/or no accessible design features integrated. Based on size of this facility, a comprehensive signage / wayfinding program is not expected.
- (c) No visual alarms for users with hearing loss were identified.
- (d) No accessible public amenities are typically provided at this location.



SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.2.0 EXTERIOR LIGHTING										
C.2.1	<p>Lighting Levels:</p> <p>Night time light levels were not reviewed as part of the scope of this project. To be validated by Facility Manager.</p>		A formal review of exterior lighting conditions to be conducted by Facility Manager during night-time conditions.	Throughout exterior.	\$350.00 Cash Allowance (External Study)	1	Facility Management Review	\$350.00		
Cost Summary								\$350.00	\$0.00	\$0.00
Total Cost C.2.0								\$350.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.3.0 INTERIOR LIGHTING										
C.3.1	<p>General:</p> <p>Lighting levels appeared to be suitable where they were observable at time of audit. Some areas were not illuminated at time of audit but suitable fixtures and task lighting options appeared to be in place.</p>		<p>No upgrades identified.</p> <p>Interior lighting conditions to be validated by Facility Manager (if required).</p>	Various locations, throughout interior.	NA	NA	Facility Management Review			
C.3.2	<p>Lighting controls:</p> <p>Light switches are typically mounted too high at 1420 mm. (sampled at main entrance lobby)</p>	C6	<p>When interior areas are retrofitted in future and/or based on staff requests for accommodation (e.g., office areas), lower light switches between 900 - 1000 mm and upgrade to "rocker" style switches during future interior upgrades (and not to exceed 1200 mm high from floor). Provide occupancy sensor controls where suitable.</p> <p>Prioritize lowering where switches are independently controlled by public or staff and where they are located along accessible routes. Patch and repair surfaces as required.</p> <p>No cash allowance is identified at this time.</p>	<p>Various locations, throughout interior.</p> <p>Main Entrance vestibule. (sampled)</p>	\$1,500.00	Varies	Facility Management Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost C.3.0								\$0.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.4.0 INTERIOR SIGNAGE & WAYFINDING										
C.4.1	<p>Signage system:</p> <p>Generally dated, limited and/or no accessibility features provided. No accessible room identification signage was identified. Some room identification/directional signage is too small (e.g., for washrooms).</p> <p>Some posted information signs are temporary and may cause visual clutter (e.g., entrance lobby).</p> <p>Room identification signage is typically decals pasted on walls and is not effective due to limited colour contrast in some areas (e.g., Pro-Shop, upper level).</p> <p>International Symbol of Accessibility identifies washrooms as accessible when they are not.</p>	C2, C3, C4	<p>Conduct a detailed and coordinated signage & wayfinding study for all facilities, City-wide, based on accessibility audit findings for the portfolio as a whole.</p> <p>Implement interior signage upgrades according to requirements of current Accessibility Design Guidelines/standards & best practices. City should develop formalized Guidelines and strategies (e.g., use of pictograms, colour contrast, print size etc.). Detailed Study and Review is required prior to implementation to ensure consistency. Upgrades should be prioritized for higher use public areas and amenities (e.g., washrooms).</p> <p>Existing signage system can be upgraded over the long term as areas of the facility are renovated.</p> <p>Based on size of facility, no cash allowance is recommended for a study/review related to this facility. No cash allowance specific to signage implementation is recommended at this time.</p>	Throughout interior.	NA	NA	Facility Management Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost C.4.0								\$0.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.0 EMERGENCY SYSTEMS - FIRE & LIFE SAFETY ISSUES										
General Comments	A fire alarm system was identified for this facility, with fire pull stations provided at key locations.									
C.5.1	<p>Fire alarm pull stations:</p> <p>Typically mounted too high for reach by users of mobility aids, at 1420 mm or higher.</p> <p>(Sampled at main entrance lobby).</p>	C6	<p>Lower fire alarm pull station controls that are provided along accessible routes, as interior upgrades are implemented over time.</p> <p>Patch and repair previous mounting locations.</p> <p>No Cash Allowance is identified at this time.</p>	Various locations, throughout interior.	\$1,500.00 ea.		Facility Management Review			
C.5.2	<p>Visual alarms:</p> <p>None provided for users who are Deaf.</p>		<p>Integrate and coordinate installation of visual alarm strobes to accommodate users who are deaf (assumed existing system can be adapted). Placement of visual alarms to be determined based on detailed review of current alarm system. To be validated by Facility Manager if existing system can be upgraded.</p> <p>No Cash Allowance is identified at this time. To be coordinated if upgrades implemented (e.g., prioritized and costed as part of new universal washroom if provided).</p>	Throughout interior.	NA	NA	Detailed Study Required			

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.3	<p>Evacuation procedures:</p> <p>None formally identified during audit for users with disabilities.</p> <p>Users of mobility aids generally have access to upper level only at this time.</p> <p>Fire & Life Safety: No posted plan was identified, specifically referencing accessibility. Plans appear to be strategically posted.</p> <p>Lower level exits from Curling Rink and enclosed viewing areas are typically not provided on an accessible route. Stair access only is provided between upper and lower levels.</p>	C1, C2 C8, C9	<p>City and Facility Manager to validate formal emergency evacuation policies, procedures and practices at this location, including means of egress for users of mobility aids and people with varying disabilities.</p> <p>Direct access to grade level is potentially provided from upper level only, through main and secondary exits.</p> <p>Provide Staff Training and Awareness as required, over both the short and long terms.</p> <p>Note: Coordinate training with development of internal policies and related procedures. Coordinate and Consult with City Fire Department / personnel.</p>	Throughout interior.	NA	NA	Policy / Practice / Procedure Review			
C.5.4	<p>Automated external defibrillator (AED) cabinet:</p> <p>Some safety equipment is not mounted at an accessible height and location. Projection from wall is a potential bumping hazard for users with a vision loss.</p>	C5	<p>Lower AED cabinet and/or provide wing-walls for cane detection and to prevent potential bumping hazards. Ensure operating hardware is provided at accessible height. Ensure clear floor space is provided adjacent for use and approach by users of mobility aids.</p>	Upper Level, main entrance (interior doorway).	NA	NA	Maintenance Required			
C.5.5	<p>Fire Extinguishers: (wall-mounted)</p> <p>Fire extinguisher projects from wall, however, it is not a bumping hazard.</p>	C3	<p>Upgrade to newer models that do not project when replacement is required over time. Prioritize for highest use accessible routes.</p> <p>Refer to OVAL product specifications: http://ovalfireproducts.com/ada_requirements_for_fire_extinguisher_installation/</p>	Upper Level.	NA	NA	Facility Management Review			

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.6	<p>Exiting (lower Level):</p> <p>No level access is provided to exterior at Emergency Exits from lower level. Short steps or transitions are provided from interior to exterior, typically 100 to 200 mm or higher.</p>	C8, C9	<p>During short term, upgrade colour contrast on steps where it has faded (e.g., yellow painted nosings).</p> <p>Over the longer term, coordinate upgrades if other accessibility improvements are made (e.g., elevator access between upper & lower levels) and related to providing ramped or sloped access at exit door locations with broader evacuation plan / strategies proposed for this location.</p> <p>At least one exit on each side should be upgraded. To be validated by Facility Manager.</p> <p>No Cash Allowance is identified at this time. detailed design & review is required.</p>	Various Emergency Exit locations (lower level)	NA	NA	Detailed Study Required			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost C.5.0								\$0.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.6.0 PUBLIC AMENITIES - PUBLIC TELEPHONES, DRINKING FOUNTAINS, ETC.										
C.6.1	<p>Drinking Fountain:</p> <p>No accessible drinking fountain is provided.</p> <p>Note: Existing fountain was not in working order and is located in lower level which has stair access only.</p>	C7	<p>Provide at least one accessible fountain in facility (e.g., in main entrance lobby).</p> <p>No cash allowance is recommended at this time, since an existing Concession area is provided. Provision of water fountain does not appear to be a high priority for upper level usage.</p>	Upper Level.	\$3,500.00 Cash Allowance	NA	Cash Allowance Recommended			
C.6.2	<p>Accessible Vending Machines:</p> <p>None provided in an accessible area of this facility (e.g., Upper Level).</p> <p>Vending machine controls are not accessible, however, machine is located on lower level which is currently not accessible due to stair access only.</p>	C7	<p>City to consider provision of additional vending machines with accessibility features.</p> <p>Note: A vending machine is provided on 2nd floor, which does not have elevator access.</p>	Upper Level.	NA	NA	Facility Management Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost C.6.0								\$0.00		

SECTION C PHOTOS: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS



C1 Fire safety plans are provided adjacent to exits. Information boards are typically mounted too high and posted information is cluttered. AED cabinet is mounted too high, with no cane detectable leading edge.



C2 Fire safety plans are provided adjacent to exits. Identification and directional signage for washrooms is not accessible and not highly visible (e.g., limited colour contrast and mounted too high).



C3 Identification and directional signage for washrooms is not accessible and not highly visible (e.g., limited colour contrast and mounted too high).



C4 Exterior entrance identification sign is worn / faded, with no accessibility features (e.g., large text / colour contrast etc.).



C5 AED Cabinet: Bottom edge is not cane detectable for users with a vision loss, therefore projection from wall is a potential bumping hazard for users with a vision loss.



C6 Typical fire pull and light switch are mounted too high for users of mobility aids.



C7 Lower Level: Drinking fountain was not in working order and was not wall-mounted. Vending machine controls are not accessible.



C8 Exit from Curling Rink (typical): Stepped transition only.



C9 Exit from Curling Rink (typical): Stepped transition only.

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

D.1.0 GENERAL COMMENTS

Special Facilities, Spaces and Environments:

This section reviews accessibility features related to:

1. Meeting Rooms & Assembly Areas;
2. Staff Offices;
3. Kitchens & Dining Areas; and
4. Curling Rink and Dressing & Change Rooms.

Due to limited accessibility features and amenities provided at this location as part of its original design and considering the age of this facility, extensive renovations are required to address current accessible design requirements. As a result, for many upgrades, detailed review and design is required and costing would require additional feasibility studies and/or analysis. No Cash Allowance is identified for some recommended upgrades as identified in this report.



The following summary observations were made at the time of the audit:

- (a) Generally, both change room and washroom amenities (lower level) were not originally designed with accessibility in mind, and detailed design and upgrades are required. No elevator access is provided to change rooms which are located on lower level.
- (b) Manager's Office was locked at time of audit and interior was not reviewed. Based on visual inspection, entrance door appears to be typical, same as other doors at this location.
- (c) With no elevator access provided to the lower level, viewing & assembly area is not accessible to users of mobility aids.

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.2.0 ASSEMBLY AREAS, ACTIVITY ROOMS & MEETING ROOMS										
General Comments	<p>This section reviews Viewing and Assembly Areas (upper and lower levels). No private meeting or activity rooms were identified at this facility.</p> <p>Refer to Section B.4.0 of this report, which includes a review of circulation related to the viewing areas adjacent to the Concession Stand / Bar and Pro-shop, located on upper level.</p>									
D.2.1	<p>General Circulation:</p> <p>With no elevator access provided to the lower level, viewing & assembly area is not accessible to users of mobility aids.</p> <p>Overall, floor space layout could potentially address accessibility requirements.</p> <p>Typically, furniture appears to be flexible for accommodations to be made as needed.</p>	D5, D6, D7, D10, D11, D33, D34	<p>No immediate upgrades required unless full retrofit is implemented to provide elevator.</p> <p>City should consider developing protocols for provision of accommodations as required at alternate locations, for users with varying disabilities.</p> <p>Ensure staff are trained to provide accommodations immediately and based upon request. Furniture can be adjusted to increase clear width for circulation etc.</p> <p>As furniture is upgraded over time, provide accessible seating and table options. This includes seating with arm rests to allow for transfer from wheeled mobility aids.</p>	Rink Viewing Area (lower level).	NA	NA	Policy / Practice / Procedure Review			
D.2.2	<p>Glazing:</p> <p>Viewing windows have lowered bottom edge for viewing from a seated position. No problems were identified.</p>	B11 D6, D33	No upgrades required.	Rink Viewing Areas (upper & lower levels).	NA	NA				

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.2.3	<p>Assistive Listening Device:</p> <p>None identified for the facility, through signage. No International Symbol for Hearing Loss pictograph was identified, to indicate the availability of an ALD or related equipment.</p>		<p>Consider providing a portable assistive listening device (e.g., with suitable # of receivers) and/or hearing loop system, for users with hearing loss, that is made available upon request.</p> <p>If portable, device may be suitable for use throughout facility and at other areas as well (e.g., Concession, Pro-Shop).</p> <p>For options, refer to the Better Hearing Solutions website: http://www.betterhearingsolutions.ca/</p>	Throughout interior.				\$2,500.00		
Cost Summary								\$2,500.00	\$0.00	\$0.00
Total Cost D.2.0								\$2,500.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.3.0 KITCHENS, CAFETERIAS & DINING AREAS										
General Comments	This section refers to the "Concession Stand & Bar", located on upper level of the facility, which has Kitchen features in the staff work areas. Generally, original design did not address any accessibility features / requirements.									
D.3.1	<p>Accessible counter:</p> <p>None provided on either public or staff side.</p> <p>Note: Existing counter top surface is for standing height use only at 920 mm high.</p>	D2, D3, D4	<p>Upgrade counter to provide a lowered, accessible service counter (on both public & staff sides of counter).</p> <p>Coordinate with other interior upgrades if implemented.</p>	Concession stand / bar (upper level).	\$1,500.00	1	Detailed Study Required	\$1,500.00		
D.3.2	<p>Dining Area:</p> <p>Floor space is generally open concept and flexible to accommodate portable seating and tables.</p>	D2	Refer to Section B.	Concession stand / bar (upper level).	NA	NA	Detailed Study Required			
D.3.3	<p>Kitchen:</p> <p>No accessible design features identified. No accessible sink, appliances (fridge/stove) or counter is provided.</p>	D2, D3, D4	<p>No upgrades are recommended in short term.</p> <p>No cash allowance identified at this time.</p> <p>When upgrading appliances in future, procurement to address accessible design requirements for any equipment that applies to this facility (e.g., fridge, stove, microwave, coffee machine etc.). Provide accommodations based upon request and to be determined on an ongoing basis.</p> <p>Note: It was assumed that the priority for upgrades over the short term would be for visitor's with disabilities since accessibility is very limited for this facility as a whole.</p>	Staff Lunch Room, Room #1.	NA	NA				
Cost Summary								\$1,500.00	\$0.00	\$0.00
Total Cost D.3.0								\$1,500.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.4.0 OFFICE ENVIRONMENTS										
General Comments	Generally, Manager's office (upper level) has potential floor space for circulation by users of wheeled mobility aids, however, accommodations would need to be made with existing furniture (e.g., could be re-arranged for staff with disabilities as required).									
D.4.1	<p>Offices and Work Related Areas:</p> <p>The Manager's office was locked at time of audit.</p> <p>Interior was not reviewed.</p> <p>Assumed that Maneuverability is typically limited with the need to reconfigure furniture/layout to provide any future accommodations for users of mobility aids. Typical furniture is not accessible, including work surfaces and/or counters/sinks that may be available.</p>	D1	<p>If required, develop a City-wide Policy that allows Staff accommodations to be made where no existing accessibility provisions are included (e.g., narrow aisles that limit wheelchair & scooter maneuverability) or there are temporary barriers.</p> <p>Policy can also address how future upgrades of staff amenities or furniture procurement (e.g., systems furniture, tables, whiteboards, phones, storage areas and seating etc.) can take accessibility issues into consideration.</p> <p>No cash allowance is recommended at this time.</p>	Manager's Office (upper level).	NA	NA	Policy / Practice / Procedure Review			
D.4.2	<p>Door clear width: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Appears to be a wider door (not measured). However, knob door hardware is not accessible.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement.</p>	D1	<p>No upgrade recommended at this time. Provide lever door hardware if requested as a staff accommodation.</p> <p>If required, provide increased clear width at entrance when office is upgraded in future and/or to provide staff accommodation if requested.</p> <p>No cash allowance is recommended at this time.</p>	Manager's Office (upper level).	\$500.00	Varies	Facility Management Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost D.4.0								\$0.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.5.0 CURLING RINK FACILITIES										
D.5.1	<p>Door clear width: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Level transitions and suitable thresholds are provided at doorways.</p> <p>Door clear width at 835 mm is suitable for an existing condition. Knob door hardware is not accessible. Lower edge of door glazing is too high (1055 mm +/-).</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement.</p>	D8, D9, D12, D13	<p>No upgrade is recommended at this time.</p> <p>To be coordinated if other extensive upgrades are implemented to provide access to lower level.</p> <p>Note: Provide increased clear width at entrance, with accessible door hardware, when space is upgraded in future or prioritize based on requested staff / public accommodations, including power door operator provisions (if required).</p>	Entrances #1 & #2. Curling Rink (lower level).	NA	2	Cash Allowance Recommended	\$7,500.00		
D.5.2	<p>Curling Rink Features & Amenities:</p> <p>Overall design does not address accessibility requirements for clear width of accessible routes. No turning areas are provided at suitable intervals where long routes along rink surfaces are provided. Carpeted areas are typically narrow for users of mobility aids.</p>	D14, D15, D17, D21	<p>No upgrade is recommended at this time.</p> <p>To be coordinated if other extensive upgrades are implemented to provide access to lower level.</p> <p>Note: Carpeted centre aisle is 1200 mm wide or less. Aisle along window wall is 1900 mm wide. Typical aisles along perimeter of curling rink, leading to exit doors are narrow, at less than 1200 mm.</p>	Curling Rink (lower level).	NA	NA	Facility Management Review			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.5.3	General: Accommodations for users with disabilities.		Staff to provide accommodations as requested. Coordinate with ongoing staff customer service training, conducted for recreation facility staff on an ongoing basis.	Throughout facility.	NA	NA	Staff Training / Awareness			
Cost Summary								\$7,500.00	\$0.00	\$0.00
Total Cost D.5.0								\$7,500.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.6.0 DRESSING & CHANGE ROOMS										
General Comments	There are two (2) Change Rooms provided on the lower level (basement), adjacent to assembly and viewing area for the Curling Rink. Generally, both changing room and washroom amenities (lower level) were not originally designed with accessibility in mind, and detailed design and upgrades are required. No elevator access is provided to change rooms which are located on lower level.									
D.6.1	<p>Entrances: Door clear width: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear door width is too narrow at 750 mm.</p> <p>D-pull and push plate door hardware is typical and suitable. No power door operators are provided.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement.</p>	D22, D35	<p>Refer to B.8.1 re: feasibility study.</p> <p>No upgrades are recommended for typical change rooms at this time recognizing there is no elevator access between floor levels. Interior layout and configuration generally requires full retrofit for accessibility.</p> <p>Detailed design and review required to upgrade any existing change room to be fully compliant. This will include widening entrance doors and installing power operators, expanding and upgrading the washroom facilities, and creating new fully accessible roll-in shower facilities.</p>	Change Rooms #1 to #7.	NA	NA	Detailed Study Required			
D.6.2	<p>Change Rooms / Washrooms / Locker Rooms:</p> <p>Interior floor space is generally limited for circulation.</p> <p>No accessibility features are identified. Toilet stall dimensions are very limited.</p> <p>Typical benches, hangers, and any shelving were not designed for accessibility. No accessible lockers identified.</p>	D24, D25, D26, D27, D28, D29, D30, D36, D37, D38, D39	<p>No upgrades are recommended for change rooms and interior amenities at this time.</p> <p>Note: Based on occupancy and detailed understanding of level of use. It may not be feasible to provide upgrades at this location, due to the age of the facility and overall limited provision of accessibility features throughout. It may be more practical to coordinate and facilitate use of other City facilities to address accessibility needs at this time (if available).</p>							
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost D.9.0								\$0.00		

SECTION D PHOTOS: SPECIAL FACILITIES, SPACES & ENVIRONMENTS



D1 Manager's Office (upper level): Door clear width and knob door hardware is not accessible.



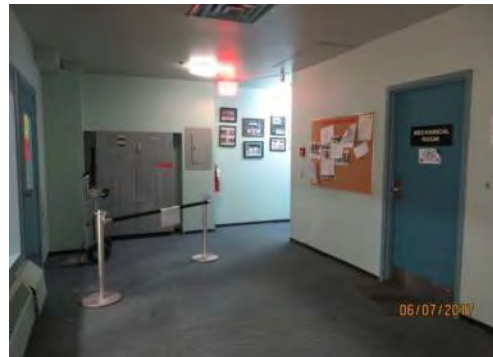
D2 Serving Bar and Kitchen (upper level): No lowered, accessible counter is provided.



D3 Serving Bar and Kitchen (upper level): View of entrance area with suitable clear width for users of mobility aids.



D4 Concessions / Bar and Kitchen (upper level): Typical interior floor space and configuration.



D5 Curling Rink Viewing Level (accessed from Lower Level): View of floor space provided.



D6 Curling Rink Viewing Level (accessed from Lower Level): View of floor space provided.



D7 Curling Rink Viewing Level (accessed from Lower Level): View of floor space provided.



D8 Curling Rink (accessed from Lower Level): Level access at entry #1 and suitable clear door width is provided for an existing condition, however, no elevator access is provided to this level.



D9 Entrance, Curling Rink (accessed from Lower Level): Level access at entry #1 and suitable clear door width is provided for an existing condition, however, no elevator access is provided to this level.



D10 Curling Rink Viewing Area (lower level): View of floor space provided.



D11 Curling Rink Viewing Area (lower level): View of tables and bench seating.



D12 Curling Rink (accessed from Lower Level): Level access at entry #2 and suitable clear door width is provided for an existing condition, however, no elevator access is provided to this level.



D13 Curling Rink (accessed from Lower Level): Level access at entry #2 and suitable clear door width is provided for an existing condition, however, no elevator access is provided to this level.



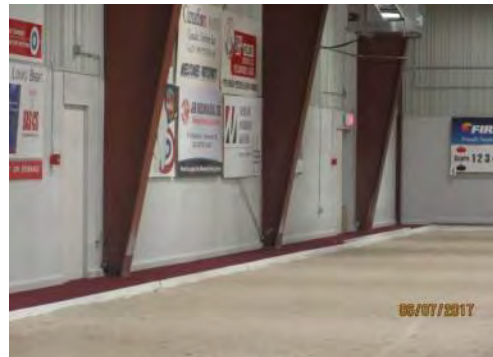
D14 Curling Rink (accessed from Lower Level): Entrance from viewing area and aisle at rear of ice surface.



D15 Curling Rink (accessed from Lower Level): Central aisle does not have space to turn around for users of mobility aids.



D16 Exit from Curling Rink: Typically stepped with no accessible route.



D17 Curling Rink (accessed from Lower Level): Aisle at side is not accessible due to limited clear width.



D18 Exit from Curling Rink: Typically stepped with no accessible route.



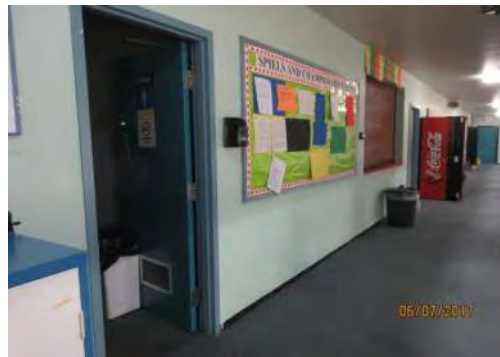
D19 Curling Rink: View of rink surface which was under maintenance.



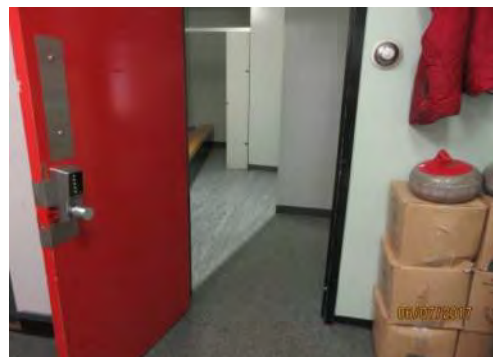
D20 Entrance to curling rink from viewing area.



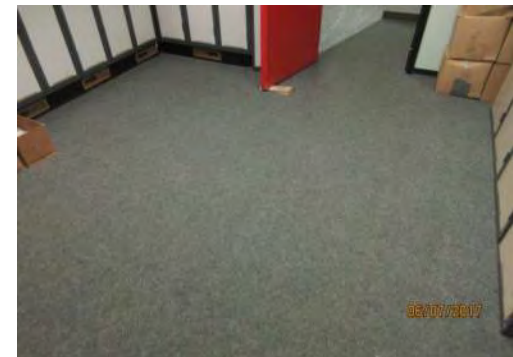
D21 Curling Rink: Typical aisle clearances around ice surfaces.



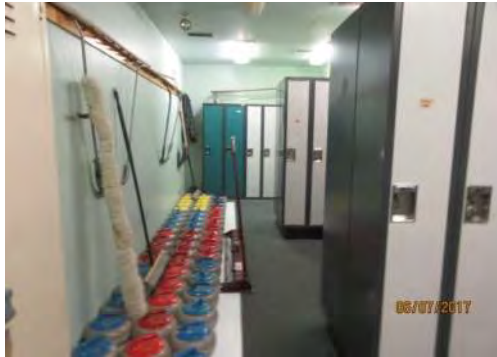
D22 Men's Changeroom (Lower Level): No accessibility features identified. No elevator access is provided to lower level. Entrance clear width is too narrow.



D23 Men's Changeroom (Lower Level): No accessibility features identified. Door clear width is typically too narrow with knob door hardware.



D24 Men's Changeroom (Lower Level): View of locker room.



D25 Men's Changeroom (Lower Level): Existing locker room layout.



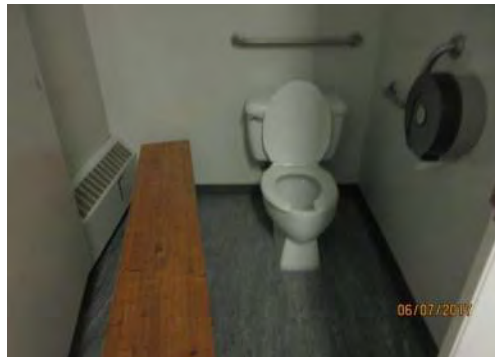
D26 Men's Changeroom (Lower Level): Existing locker room layout.



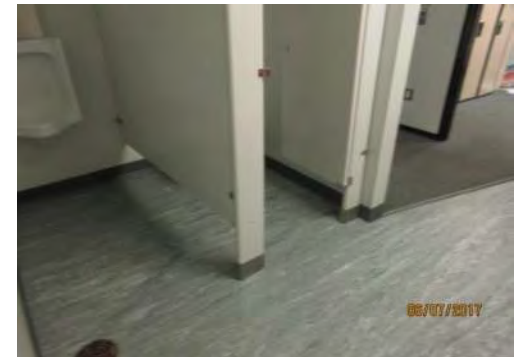
D27 Men's Changeroom (Lower Level): Vanity and bench seating.



D28 Men's Changeroom (Lower Level): Washroom stall layout / configuration.



D29 Men's Changeroom (Lower Level): Washroom stall layout / configuration.



D30 Men's Changeroom (Lower Level): Washroom stall layout / configuration.



D31 Concession / Serving Window (lower level): Serving counter is mounted at standing height. Space appeared to be under renovation.



D32 Lower Level: Drinking fountain was not in working order and was not wall-mounted. Vending machine controls are not accessible.



D33 Viewing & Assembly Areas (lower level): No elevator access is provided to lower level.



D34 Women's Changeroom (Lower Level): No accessibility features identified. No elevator access is provided to lower level.



D35 Women's Changeroom (Lower Level): Entrance door clear width is too narrow.



D36 Women's Changeroom (Lower Level): View of entry corridor to interior spaces.



D37 Women's Changeroom (Lower Level): Existing locker room layout.



D38 Women's Changeroom (Lower Level): Vanity and bench seating.



D39 Women's Changeroom (Lower Level): Washroom stall layout / configuration.



Barrier Removal Action Plan Yellowknife Public Library

**FOR STAFF REVIEW
D1 - February 2018**

Prepared for:



CITY OF YELLOWKNIFE

Prepared by:



SPH Planning & Consulting Ltd
113 Miranda Avenue
Toronto, ON M6B 3W8

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1.0 INTRODUCTION

This Barrier Removal Action Plan identifies all work and upgrades required to make the **YK Library** accessible, meeting the needs of all building users from a 'cross-disability' perspective. The overall goal of this project is to improve the level of accessibility experienced at this location by users with a broad range of disabilities. Accessibility compliance for this building was evaluated based on criteria established within the Ontario Building Code (OBC 2012, Section 3.8, including amendments for 2015), the Canadian Standards Association's "Accessible Design for the Built Environment" (B651-12, revised 2015) design standard, the AODA's Integrated Accessibility Standards Regulations (IASR) "Design of Public Spaces Standards" (Part IV.1, Accessibility Standards for the Built Environment), recognized "best practices" including the **City of Calgary Accessibility Design Standards (2016) / BF Design Guide (2017)**, and the consultant's audit experience.

1.1 Report Organization

The Barrier Removal Action Plan is organized as a spreadsheet, following the headings used to describe a typical "journey sequence" a user might take, which is also used during the auditing process. This allows easy cross-referencing by municipal Staff and Facility Managers responsible for this location. The Action Plan consists of **four (4) Sections**:

- A: Exterior Environments**
- B: Interior Environments**
- C: Building Systems, Controls and Communications**
- D: Special Facilities, Spaces and Environments**

For each Section, detailed recommendations are provided to remove barriers and address any accessibility issues identified during the audit process. Priorities for removing barriers related to specific building elements and the location of barriers are also identified. Finally, estimates for removing barriers, based on the number of units involved or 'quantity', are identified to establish a detailed barrier removal budget for each section. Costing estimates reflect 2017 dollars and the Consultant's experience with similar building types and knowledge of existing pricing in today's construction market. Additionally, cost data for the Canadian construction industry was referenced as required to provide accurate estimates, based on Hanscomb's "Yardsticks for Costing" (current edition).

2.0 ESTABLISHING PRIORITIES

Priorities for barrier removal and prevention are identified based on the Consultant's professional opinion and experience. Generally, priorities reflect a variety of criteria to ensure a cross-disability approach is applied to each barrier removal activity. This approach recognizes that there were different types of barriers identified at this location that affect different types of disabilities. Priorities are important to provide a baseline for strategically removing barriers in the most cost effective ways. Overall, recommendations for barrier removal at this location are based on the following "high, medium and low" priority rating scale:

<p>Priority 1 (Short-Term): Items giving immediate concern for safety or a significant barrier that requires prompt attention. Generally relates to a building code issue as well as actions that have minor cost implications (e.g., temporary obstructions, maintenance issues).</p>	<p>Time period for implementation: 0 to 2 Years</p>
<p>Priority 2 (Medium-Term): Essential items required to provide an acceptable level of access for persons with disabilities, and to be completed within the short term (e.g., highly used items). Generally relates to actions that need to be implemented as soon as it is practical.</p>	<p>Time period for implementation: 3 to 6 Years</p>
<p>Priority 3 (Long-Term): Items of best practice (e.g., Guidelines & CSA) and/or to be implemented when relevant area/element of the building is renovated, maintained, or upgraded. Often refers to actions that require significant structural alterations and construction costs, which would only be possible to implement over a long-term works schedule.</p>	<p>Time period for implementation: 7 to 10 Years</p>

This priority rating scale is designed as a framework only, for assisting with the implementation decision-making process. Overall, this scale should not be viewed as a 'rigid' evaluation tool, recognizing many priorities are very subjective in nature – what may be considered a high priority for removing barriers related to one type of disability may not be seen as a high priority for another type.

3.0 BUDGET SUMMARY

Preliminary budget estimates for this location, itemized for each Accessibility Audit Report Section, are summarized as follows:

Section	Cost
A. Exterior Environments	\$68,750.00
B. Interior Environments	\$162,750.00
C. Building Systems, Controls & Communications	\$12,850.00
D. Special Facilities, Spaces & Environments	\$51,150.00
Total Cost	\$295,500.00

Preliminary budget estimates for this location, according to priority levels for each Accessibility Audit Section, are summarized as follows:

Section	Priority 1	Priority 2	Priority 3
A. Exterior Environments	\$36,250.00	\$7,500.00	\$25,000.00
B. Interior Environments	\$82,250.00	\$10,500.00	\$70,000.00
C. Building Systems, Controls & Communications	\$5,350.00	\$7,500.00	\$0.00
D. Special Facilities, Spaces & Environments	\$16,150.00	\$25,000.00	\$10,000.00
Total Cost	\$140,000.00	\$50,500.00	\$105,000.00

4.0 ADDITIONAL COMMENTS

The following Barrier Removal Action Plan provides a detailed overview of accessibility issues to be addressed at this location, individual priorities and preliminary cost estimates for each building or site element reviewed during the audit.

FACILITY AUDIT SUMMARY



CITY OF YELLOWKNIFE

Date of Audit:	July 2017
Name of Auditor(s):	Shane Holten

Facility Information

Name:	Yellowknife Library (Centre Square Mall)
Type:	Library
Contact Person:	Dave Hurley
Address:	5022 49th Street, 2nd Floor
Date of Construction:	1990 (original occupancy, Centre Square Mall)
Number of Floor(s):	1
Gross Floor Area (GFA) or Square Footage:	Unknown
General Layout & Configuration:	Staff Offices, Information Desks, Meeting/Assembly Rooms, Book Stacks, Quiet Reading Areas and Public Washrooms.

Accessibility Information











Estimated # of Total Parking Spaces:	Unknown - Parking Garage was locked at time of audit. To be validated by Facility Manager.
Number of Accessible Parking Spaces:	Unknown - Parking Garage was locked at time of audit. At least one (1) accessible space is available for on-street parking.
Total # of Entrance(s):	2 (street level)
Total # of Accessible Entrance(s):	2 (street level)
Number of Public Entrance(s):	1 (off of elevator lobby)
Number of Staff Entrance(s):	1 (same as public, off of elevator lobby)









YK Library













SITE MAPPING + FLOOR PLANS

1. Exterior Mapping: YK Library
2. Floor Plans: YK Library

-  Site Boundary
-  Building Outline
-  Building Entrance
-  Building Exit
-  Stair or Step(s)
-  Pedestrian Route
-  Parking Lot
-  Accessible Entrance or Exit with Power Door Operator (PDO)
-  Non-Accessible Entrance or Exit
-  Accessible Parking Spaces

-  Reception
-  Elevator / Elevating Devices
-  Ramp
-  Accessible Seating Spaces
-  Emergency Fire Alarm Pull Station
-  First Aid Station
-  Defibrillator Station
-  Fire Extinguisher

-  Men's Washroom
-  Men's Accessible Washroom
-  Men's Accessible Change Room
-  Women's Washroom
-  Women's Accessible Washroom
-  Unisex Washroom
-  Unisex Accessible Washroom
-  Change Room / Team Change Room
-  Women's Accessible Change Room
-  Unisex Accessible Change Room



City of Yellowknife

Title:
Legend

Prepared by:
SPH Planning & Consulting

Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:

Sheet:
L-1



Facility:
Public Library

Address:
**2nd Floor, 5022 49 St,
Yellowknife, NT
X1A 3R8**

Title:
Site Plan

Ref North
N.T.S

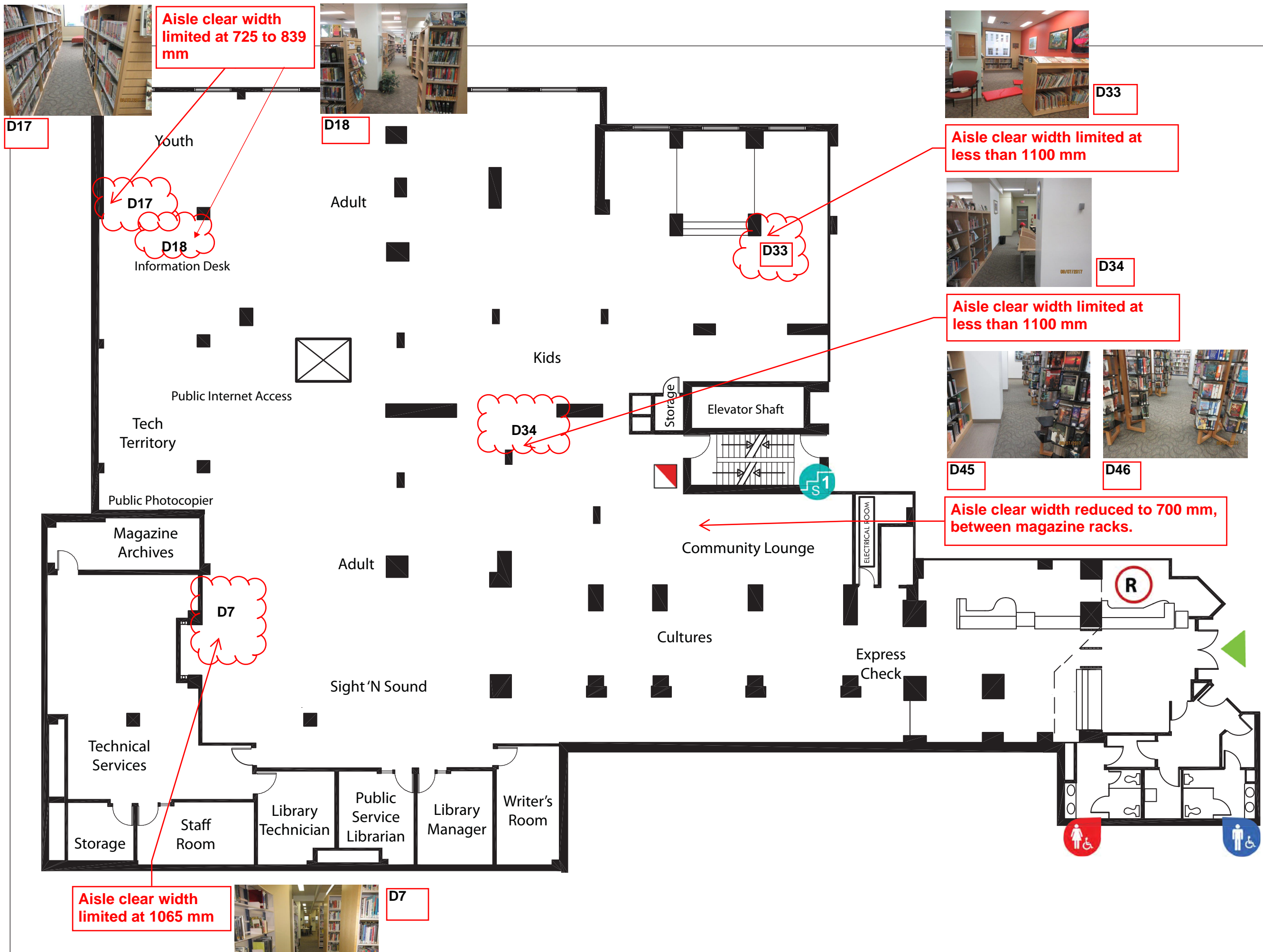
Prepared by:
SPH Planning & Consulting

Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:
09-28-2017

Sheet:
A-101



Aisle clear width limited at 725 to 839 mm

Aisle clear width limited at less than 1100 mm

Aisle clear width limited at less than 1100 mm

Aisle clear width reduced to 700 mm, between magazine racks.

Aisle clear width limited at 1065 mm



Facility:
Public Library

Address:
**2nd Floor, 5022 49 St,
Yellowknife, NT
X1A 3R8**

Title:
Library Floor Plan

Examples of Areas with Limited Clearances for Circulation

Ref North
N.T.S

Prepared by:
SPH Planning & Consulting

Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:
09-28-2017

Sheet:
B-101

Facility:
Public Library

Address:
**2nd Floor, 5022 49 St,
Yellowknife, NT
X1A 3R8**

Title:
**Library Meeting
Room, Washroom
& Entrance Details**

Ref North
N.T.S

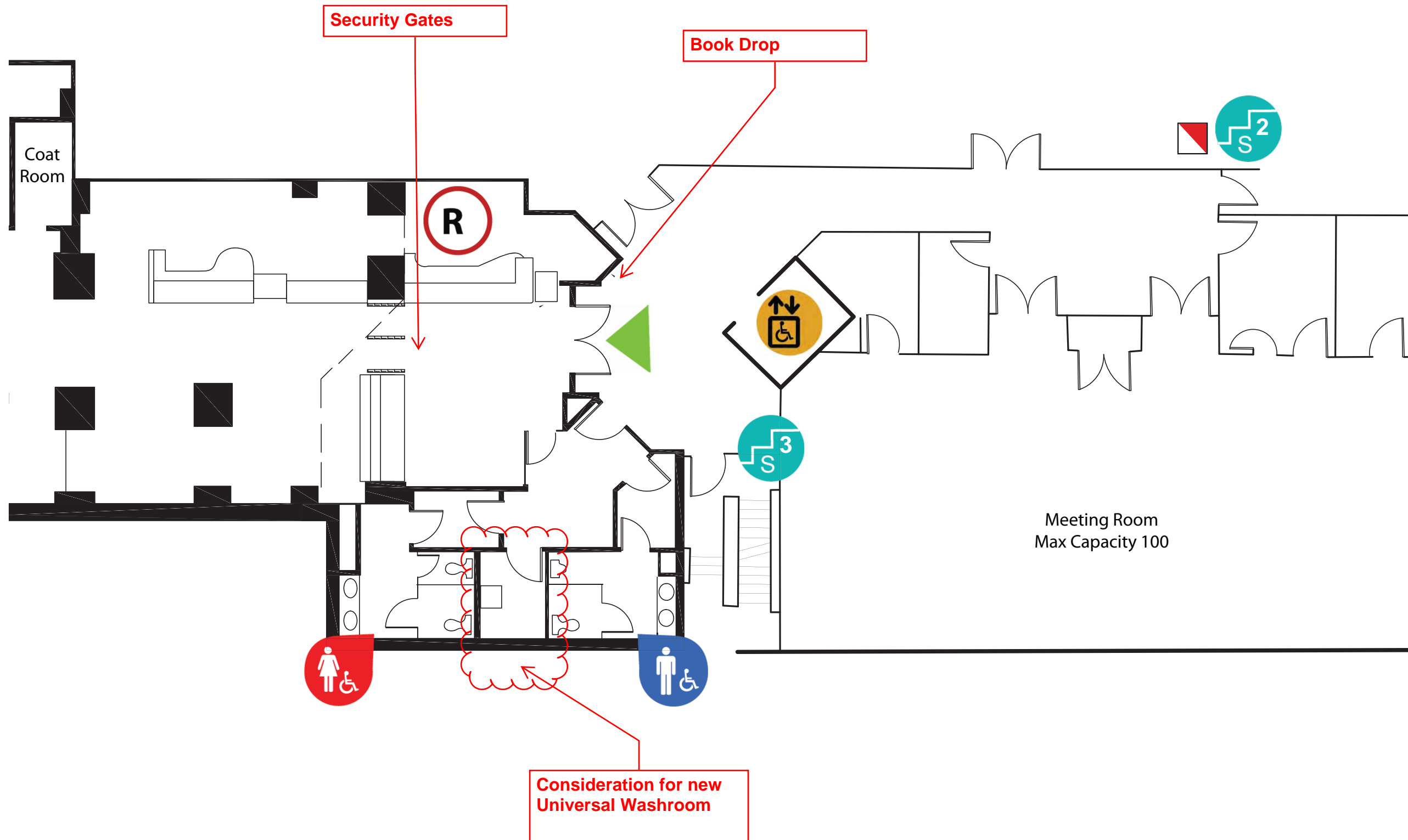
Prepared by:


Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:
09-28-2017

Sheet:
B-102



BARRIER REMOVAL ACTION PLAN

Section A: Exterior Environments

Section B: Interior Environments

Section C: Building Systems, Controls & Communications

Section D: Special Facilities, Spaces & Environments

SECTION A: EXTERIOR ENVIRONMENTS

A.1.0 GENERAL COMMENTS

Exterior Environments:

Key elements reviewed in this section include: site and building identification and information signage; parking; exterior pedestrian circulation routes; and street furniture / public amenities.

The following summary observations were made at the time of the audit:

- (a) On-street accessible parking was identified. However, the number of spaces is not clearly identified by pavement markings. Curb is painted blue to mark accessible parking area and/or drop off zone, which extends across the front facade of the facility, adjacent to one of the mall entrances where ramp access is provided.
- (b) The underground parking garage was not reviewed at the time of the audit. Interior entrance from elevator lobby was secured. Provision of accessible parking spaces was not identified in underground parking garage.
- (c) Building identification (e.g., address sign at one entrance is not legible from a distance), informational and directional signage is typically limited and/or dated. Library identification decals mounted on glazing of one entrance are too small. Generally, no consistent accessible design features for exterior signage was identified.
- (d) Generally, no consistent provision of accessible seating or rest areas was identified throughout exterior.
- (e) Overall, exterior pedestrian route / public sidewalk (49th Street) and surfaces were in very good to excellent condition and no major problems were identified.



SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.2.0 SITE & BUILDING SIGNAGE										
General Comments	Site and building identification signage is prominent, mounted on front façade of this facility. Refer to Photos A2 and A22. Overall, design of exterior signage and application of accessible design principles is inconsistent for exterior signage.									
A.2.1	<p>Signage:</p> <p>Site and building identification signage provision appears to be suitable, mounted on building facade above main entrances.</p> <p>Text is typically white colour , which contrasts well with dark background colour.</p>	A2, A22	<p>Based on existing condition of facility, upgrade is not considered a high priority or immediate need unless exterior renovations are undertaken.</p> <p>When upgrading exterior in future, provide new building and site identification signage, that is clearly visible and prominent, viewable when approaching from east or west sides along Albert Street, and with full accessibility features integrated.</p>	Main entrances, 49th Street.	NA	Varies	Facility Management Review			
A.2.2	<p>Signage:</p> <p>Address identification signage appears small and is difficult to locate due to limited colour contrast (e.g., black text) when compared to glass mounting surface and due to reflection issues.</p> <p>Accessible entrances with power door operators are not clearly marked with International Symbol of Accessibility (ISA) decals.</p>	A20	<p>Provide additional building identification and address signage options. Consideration for overhead, projecting signage on side walls or façade of building that allows legibility when approaching building along public sidewalk. Provide new decals for Library entrance identification, including larger print, stronger use of colour contrast etc., for visibility and reading from sidewalk / approach areas.</p> <p>Provide ISA decals on all accessible entrances equipped with power door operators (both sides of glazing).</p>	Main entrances, 49th Street.	\$5,000.00	Varies 2 entrance locations (minimum)	Cash Allowance Recommended	\$5,000.00		
Cost Summary								\$5,000.00	\$0.00	\$0.00
Total Cost A.2.0								\$5,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)			
								P1 Short-Term	P2 Medium-Term	P3 Long-Term	
A.3.0 PUBLIC TRANSPORTATION - TRANSIT STOPS & SHELTERS											
A.3.1	Not applicable. Not part of the scope of this project.										
								Cost Summary	\$0.00	\$0.00	\$0.00
								Total Cost A.3.0	\$0.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.4.0 PARKING & PASSENGER LOADING ZONES										
General Comments	<p>The <u>underground parking garage was not reviewed</u> at the time of the audit. Interior entrance from elevator lobby was secured. Provision of accessible parking spaces was not identified.</p> <p>On-street accessible parking was identified. However, the number of spaces is not clearly identified by pavement markings. Curb is painted blue to mark accessible parking area, which extends across the front facade of the facility, adjacent to one of the mall entrances where ramp access is provided.</p>									
A.4.1	<p>Provision & Design:</p> <p>Accessible spaces are not designed to meet current standards (e.g., pavement markings, access aisle provision and signage).</p>		<p>To be validated by Facility Management. A Cash Allowance is identified, assuming some upgrades are required related to designating additional spaces, providing pavement / access aisle markings and other required signage etc. Facility Management to confirm formal count of parking space provisions.</p> <p>Reconfigure existing accessible parking spaces to incorporate suitable access aisles and dimensions.</p> <p>Ensure accessible spaces are provided as close as possible to elevator lobby entrance. Link new access aisles to a clearly marked, safe, and continuous accessible route with level transitions as required leading to main entrance.</p>	Parking Garage.	\$10,000.00 Cash Allowance	Varies	Detailed Study Required	\$10,000.00		
A.4.2	<p>On-street Parking Provision & Design:</p> <p>Post mounted signage is provided to designate on-street accessible parking space(s). Curb is also painted blue, however, paint has faded,</p> <p>No curb ramp was identified, to provide access between street level and public sidewalk. Appears users would have to travel along roadway.</p>	A1	<p>Designate additional on-street accessible parking adjacent to entrance with level access provided, when recommended accessibility upgrades for this entrance are implemented as identified in this report (e.g., Coordinate with signage upgrade related to Ramp at other entrance, to direct users to alternate accessible entrance).</p> <p>Upgrade curb painting as part of ongoing maintenance.</p> <p>Refer to previous Cash Allowance.</p>	49th Street.	Refer to A.4.1	Varies	Maintenance Required			
Cost Summary								\$10,000.00	\$0.00	\$0.00
Total Cost A.4.0								\$10,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.5.0 EXTERIOR PEDESTRIAN ROUTES										
General Comments	Generally, provision of exterior accessible routes is very limited at this location. Both public entrances to this facility are off of a public sidewalk, located on 49th Street.									
A.5.1	General: Running slope exceeds 5% and there is no level surface adjacent to entrance door and power door operator control, for suitable approach and operation by users of mobility aids.	A23 to A27	Provide suitable slope at 5% or less, leading from public sidewalk to accessible entrance. Coordinate with accessible entrance upgrades, Section B.2.0.	Library entrance (level access).	\$5,000.00 Cash Allowance	NA		\$5,000.00		
A.5.2	Surfaces: Public sidewalk surface is in very good to excellent condition and no major problems were identified.	A1, A23	No upgrades required.	Public sidewalk, 49th Street.	NA	NA				
A.5.3	Other: Post-mounted signage that is anchored to sidewalk has limited colour contrast at base and eye level, which is a potential bumping hazard for users with vision loss.	A4	Apply reflective and colour/tonal contrasted decals / bands at base and eye level of posts and/or alternate strategy to prevent potential bumping hazards.	Public sidewalk, 49th Street.	\$750.00 Cash Allowance	Varies	Facility Management Review	\$750.00		
Cost Summary								\$5,750.00	\$0.00	\$0.00
Total Cost A.5.0								\$5,750.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.6.0 RAMPS										
General Comments	<p>Overall, existing ramp design is not compliant to current standards and expectations. However, an alternate accessible entrance is also potentially available where immediate upgrades can be focused. Existing ramp requires a full redesign and potential expansion into adjacent public sidewalk and/or a completely revised layout, combined with reconstruction of entrance stair. Detailed design and review is required.</p> <p>Recognizing ramp use is also more difficult and challenging in cold climates, directing users to the other entrance, when accessibility upgrades are implemented, could be a preferred strategy. Users may have a longer distance to travel to reach elevator from this entrance, however, during winter months, at least it is indoors.</p>									
A.6.1	<p>Clear width:</p> <p>Clear width of ramp is less than 1200 mm at top and bottom sections, at 1150 to 1170 mm. 1250 mm is typical clear width for main section of ramp.</p> <p>Note: CSA requires 1200 mm clear width (minimum). NBC requires clear width of 870 mm (minimum), however, this is considered dated criteria and does not address needs of users of larger wheeled mobility aids.</p>	A4 to A17	<p>With alternate accessible entrance potentially available (e.g., when upgrades addressed), provide signage at <u>ramp entry point</u> to direct users to alternate accessible entrance.</p> <p>Long Term: Existing ramp requires a full redesign and upgrade.</p>	Entrance Ramp, 49th Street.	<p>\$500.00</p> <p>Cash Allowance (signage)</p> <p>\$25,000.00</p> <p>Cash Allowance (full retrofit)</p>	1 Ramp System	Major Capital Upgrade Consideration	\$500.00		\$25,000.00
A.6.2	<p>Landings:</p> <p>Generally top & bottom landing dimensions are inconsistent. Top landing is 1700 mm depth by 1500 mm + width, however, door swings into landing area. Depth of landing increases to 1800 mm, at top of stair and past guardrail.</p> <p>Bottom landing dimensions are too small, especially for larger wheeled mobility devices. Less than 1500 mm by 1500 mm is provided, with only 1150 to 1180 mm width provided. Bottom landing depth is suitable at 1700 mm.</p>	A6, A7, A13, A15, A16, A17	<p>Refer to recommendation A.6.1.</p> <p>Address as part of ramp re-design.</p> <p>Additional Notes, Re: Landings:</p> <p>Bottom: Suitable running slope is provided at 3.1% and cross-slope at 1.2%.</p> <p>Top: Suitable running slope is provided at 2% or less and cross-slope at 1.3% or less.</p>	Entrance Ramp, 49th Street.	NA	NA				

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.6.3	Running & Cross Slopes: No problems identified. Maximum running slope sampled at 8% and typical running slope varied between 4 to 7%. Typical cross-slope at 2% or less.	A7 to A13	Refer to recommendation A.6.1. Address as part of ramp re-design.	Entrance Ramp, 49th Street.	NA	NA				
A.6.4	Handrails: Handrail is provided on one side only, as part of guardrail design. Grasping dimension of handrail is too large, at 60 mm and is difficult for some users.	A14	Refer to recommendation A.6.1. Providing a handrail on other side of ramp would appear to reduce required clear width. Address as part of ramp re-design.	Entrance Ramp, 49th Street.	NA	NA				
A.6.5	Other: Wall surface is rough / abrasive and could be a hazard for some users, recognizing limited clear width.	A11, A12	Refer to recommendation A.6.1.	Entrance Ramp, 49th Street.	NA	NA				
Cost Summary								\$500.00	\$0.00	\$25,000.00
Total Cost A.6.0								\$25,500.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.7.0 STAIRS & STEPS										
A.7.1	Treads & Risers: Tread depth is suitable at 293 mm. However, riser height is not consistent (varies between 140 to 155 mm high), resulting in potential tripping / slipping hazards	A18, A19, A21	Existing stair requires a full redesign and upgrade. Coordinate with ramp upgrade A.6.1. Note: Upgrade is considered a higher priority since it appears to be frequently used.	Entrance Stair, 49th Street.	\$15,000.00 Cash Allowance (full retrofit)	1 Stair System	Major Capital Upgrade Consideration	\$15,000.00		
A.7.2	Handrails: Centre handrail is provided only, at 900 mm high which is suitable. No handrails are provided on sides of stair.	A18	Refer to recommendation A.7.1. Provide handrails with required extensions on both sides of stairs. Address as part of stair re-design.	Entrance Stair, 49th Street.	NA	NA				
A.7.3	Nosings: No colour contrast provided.	A18, A19, A21	Refer to recommendation A.7.1. Upgrade stair nosings to provide 50 mm depth (preferred) strips and required colour contrast. Address as part of stair re-design.	Entrance Stair, 49th Street.	NA	NA				
A.7.4	Tactile Walking Surface Indicators (TWSI):	A15	Refer to recommendation A.7.1. Provide TWSI at top landing (610 mm depth minimum, extending full length of stair tread). Address as part of stair re-design.	Entrance Stair, 49th Street.	NA	NA				
Cost Summary								\$15,000.00	\$0.00	\$0.00
Total Cost A.7.0								\$15,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.8.0 EXTERIOR AMENITIES & STREET FURNITURE										
A.8.1	<p>Seating & Rest Areas:</p> <p>No accessible seating and rest areas were identified.</p> <p>There is limited to no landscaped areas at this location, beyond the existing public sidewalk provided along 49th Street.</p> <p>Generally, no accessible rest areas were identified, provided adjacent to benches to accommodate users of mobility aids (e.g., allow them to position themselves outside of the path of travel and transfer to adjacent bench). However, existing public sidewalk and recessed entrance area appears to have suitable space to accommodate provisions.</p>	A1, A4	<p>Provide 2 to 3 benches (with arm rests & back supports), combined with adjacent rest areas for users of mobility aids.</p> <p>Consideration for additional accessible seating and rest area options may be needed based on level of use of Library facility, as well as the mall / retail locations.</p> <p>To be reviewed by Facility Management.</p> <p>A preliminary Cash Allowance is identified.</p>	Main entrance areas, 49th Street.	\$2,500.00	3	Facility Management Review		\$7,500.00	
A.8.2	<p>Amenities & Street Furniture:</p> <p>None identified.</p>		<p>No upgrades required. Accessible waste receptacles may be required in future, coordinated with accessible seating / rest area provision(s) if implemented.</p> <p>Facility Management to address accessibility as part of procurement of exterior site furniture and amenities when upgrades are made on an ongoing basis.</p> <p>No Cash Allowance is identified.</p>	Main entrance areas, 49th Street.	NA	Varies	Facility Management Review			
Cost Summary								\$0.00	\$7,500.00	\$0.00
Total Cost A.8.0								\$7,500.00		

SECTION A PHOTOS: EXTERIOR ENVIRONMENTS



A1 Approach to Library entrances, off of 49th Street and adjacent to stair / ramp entrance. Post-mounted signage is provided to designate on-street accessible parking. No pavement markings, access aisle or curb ramp identified for accessible parking.



A2 Library entrance, via stair & ramp access, off of 49th Street. Building identification signage on façade is prominent with large text and suitable colour contrast.



A3 Library entrance is marked with door identification signage (e.g., decal), however, it is difficult to identify from a distance.



A4 Approach to ramp entry point, off of 49th street. Typical public sidewalk is well maintained and in very good condition. Post-mounted signage has limited colour contrast.



A5 Ramp entry (bottom landing): Surface is in disrepair. Clear width is too narrow and landing size is too small.



A6 Ramp: Typical running slope of bottom landing is suitable at 3.1%.



10/07/2017

A7 Ramp: Typical running slope of bottom landing is suitable at 3.1%.



08/07/2017

A8 Ramp (View from bottom landing): Clear width is too narrow. Handrail is provided on one side only due to limited clear width.



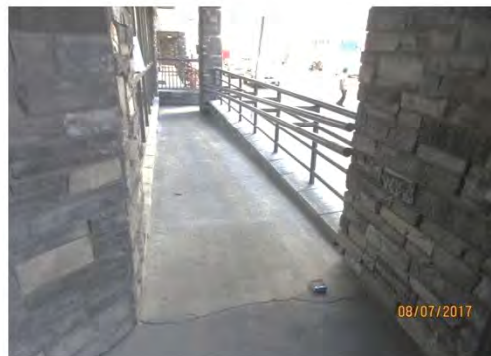
10/07/2017

A9 Ramp (bottom landing area): Typical running slope of ramp is suitable at 8% or less.



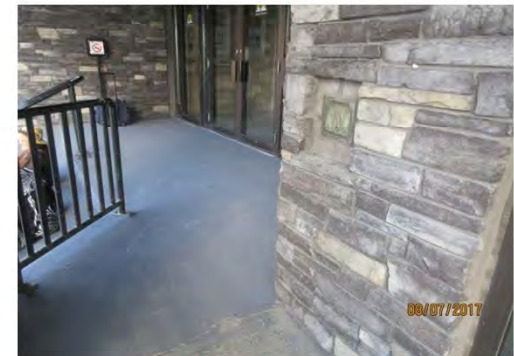
10/07/2017

A10 Ramp (bottom landing area): Typical running slope of ramp is suitable at 8% or less.



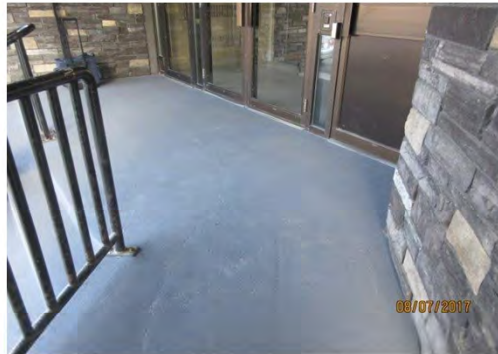
08/07/2017

A11 Ramp (View from top landing): Clear width is too narrow. Handrail is provided on one side only. Side walls or ramp has rough surface.

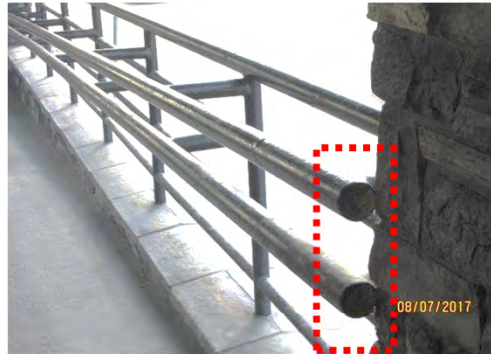


08/07/2017

A12 Approach to top landing of ramp is narrow. Handrail is not provided on both sides. Wall on one side has rough surface. Side walls or ramp has rough surface.



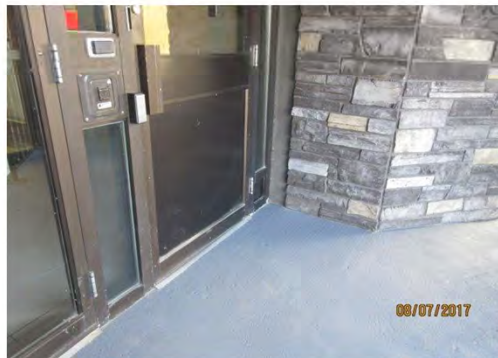
A13 Approach to top landing of ramp is narrow. Handrail is not provided on both sides.



A14 Ramp handrails are oversized (e.g., large grasping dimension which may be difficult for some users).



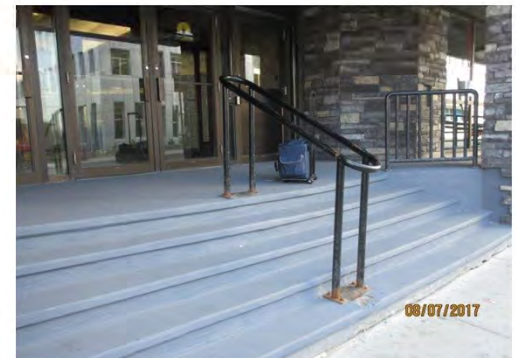
A15 View of top landing of stair and ramp. Landing is awkward configuration by door. Power door swings towards top landing of ramp which is a potential bumping hazard. No TWSI is provided at top of stair landing.



A16 View of top landing of stair and ramp. Landing depth is very limited. Power door swings towards top landing of ramp which is a potential bumping hazard.



A17 View of top landing of stair and ramp. Landing depth is very limited. Power door swings towards top landing of ramp which is a potential bumping hazard.



A18 Stairs: No colour contrasted nosings are provided. A centre handrail is provided only. No handrails are provided on other sides of stairs.



A19 Stairs: No colour contrasted nosings are provided. A centre handrail is provided only. No handrails are provided on other sides of stairs.



A20 Library entrance is marked with door identification signage, however, it is difficult to identify from a distance.



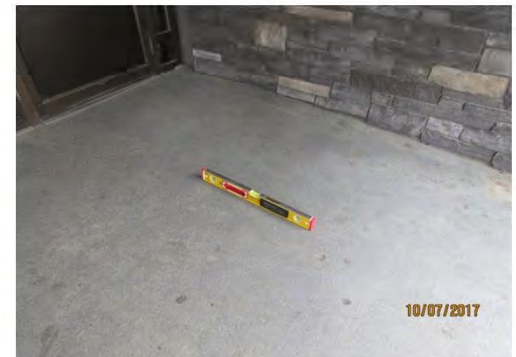
A21 Stairs: No colour contrasted nosings are provided. A centre handrail is provided only. No handrails are provided on other sides of stairs.



A22 Mall Entrance: Sloped route is provided, however, running slope is non-compliant. Power door operator is provided. Accessible entrance door is not marked with International Symbol of Accessibility decal.



A23 Mall Entrance: Sloped route is provided, however, running slope is non-compliant.



A24 Mall Entrance: Sloped route is provided, however, running slope is non-compliant.



A25

Mall Entrance: Sloped route is provided, however, running slope is non-compliant, exceeding 5%.



A26

Mall Entrance: Sloped route is provided, however, running slope is non-compliant, exceeding 5%.



A27

Mall Entrance: Sloped route is provided, however, running slope is non-compliant, exceeding 5%.

SECTION B: INTERIOR ENVIRONMENTS

B.1.0 GENERAL COMMENTS

Interior Environments:

Key elements reviewed in this section include: Building entrances and reception areas / lobbies; interior circulation routes / doors; and elevators and washroom facilities. This facility is unique since access to the Library is through a mall at ground level, with elevator access provided to the 2nd floor where the main entrance to the library is provided.

Refer to Section D, for a review of the Meeting Room and Staff Offices

The following summary observations were made at the time of the audit:

- (a) Two entrances (multiple-door systems) are provided from street level but are not formally or consistently marked as accessible with the International Symbol of Accessibility (ISA) decal. Exterior doors are typically not marked with the ISA.
- (b) At street level, a sloped route is provided to one entrance, however, it is not fully compliant. A combination of ramp and stair access is provided at a second entrance, however, accessible design does not meet current requirements.
- (c) Main entrance off of 2nd floor has limited clear width and is not fully compliant. No power door operator is provided, however, doors are kept propped open during regular operating hours.
- (d) Main circulation and information desks do not have lowered, accessible sections for users of mobility aids.
- (e) Men's and Women's washrooms are identified as accessible through door-mounted signage, however, features and amenities are typically non-compliant. Overall design is not compliant with current accessible design standards/guidelines and expectations.
- (f) Generally, circulation routes throughout library are well maintained and flexible furniture is provided to accommodate diverse users.



SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.2.0 BUILDING ENTRANCES										
General Comments	<p>This section addresses main entrance doors from street level, recognizing that interior access to the library requires travelling through the mall and via an elevator. Elevator access is provided from level 1 to level 2, where the main library entrance is located.</p> <p>Refer to Section B.5.0, Doors & Doorways, for issues related to main library entrance, located off of the elevator lobby on the 2nd floor.</p> <p>Two entrances (multiple-door systems) are provided from street level but are not formally or consistently marked as accessible with the International Symbol of Accessibility (ISA) decal. Exterior doors are typically not marked with the ISA.</p> <p>A sloped route is provided to one entrance, however, it is not fully compliant. A combination of ramp and stair access is provided at a second entrance, however, accessible design does not meet current requirements.</p>									
B.2.1	<p>Door Width: Exterior / interior vestibule doors</p> <p>Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear width of 850 mm is provided and is suitable for an existing condition. Exterior doors are not marked with the International Symbol of Accessibility (ISA) decal. Lower edge of glazing (exterior door) is too high for users of wheeled mobility aids for visibility.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B14, B15, B16, B17, B18	<p>Provide compliant running slope (5% max) and cross-slope (2% max).</p> <p>Upgrade accessible doors to provide 860 mm clear width (minimum), with lowered glazing to allow full visibility from seated position.</p> <p>Ensure accessible doors (interior & exterior of vestibule) are marked with ISA decals (both sides of doors).</p> <p>When entrances are retrofitted, consider tinted glazing to prevent and minimize glare reflected from flooring surfaces.</p> <p>Coordinate with recommendations for vestibule upgrade B.2.3.</p>	Entrance (sloped route), 49th Street.	\$15,000.00 Cash Allowance	Varies	Cash Allowance Recommended	\$15,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.2.2	<p>Entrance(s): Exterior / interior vestibule doors.</p> <p>Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear width of 850 mm is provided and is suitable for an existing condition. Door is not marked with the International Symbol of Accessibility (ISA) decal. Lower edge of glazing (exterior door) is too high for users of wheeled mobility aids for visibility.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B1, B2, B3, B4, B5, B6, B7	<p>Ensure accessible doors (interior & exterior of vestibule) are marked with ISA decals (both sides of doors).</p> <p>Upgrade accessible doors to provide 860 mm clear width, with lowered glazing to allow full visibility from seated position.</p> <p>When entrances are retrofitted in future, consider tinted glazing to prevent and minimize glare reflected from flooring surfaces.</p> <p>Coordinate with recommendations for leveling exterior surface adjacent to this door.</p>	Entrance (stair & ramp), 49th Street.	\$20,000.00	2	Cash Allowance Recommended			\$20,000.00
B.2.3	<p>Entrance Vestibules:</p> <p>Depth of vestibules (2185 mm in total) is non-compliant for accommodating users of mobility aids, especially larger scooters and power chairs.</p> <p>Only 1269 mm clear width is provided between exterior door and interior door (when open, 90 degrees).</p>	B15	<p>Option 1: Expand at least one vestibule to provide 1500 mm minimum clearance between doors that open in series (e.g., when interior vestibule door is in the open position). Coordinate provision of new PDO controls and door upgrades B.2.1.</p> <p>Upgrade is recommended for entrance with sloped route for short term.</p> <p>Option 2: Alternatively, provide automatic sliding door system as part of existing vestibule (e.g., replace existing swing doors).</p>	Entrance (sloped route), 49th Street.	\$25,000.00	1 vestibule sliding door system	Facility Management Review			\$25,000.00
B.2.4		B15	<p>Expand vestibule to provide 1500 mm minimum clearance between doors that open in series (e.g., when interior vestibule door is in the open position). Coordinate provision of new PDO controls and door upgrades B.2.1.</p> <p>Coordinate with exterior stair and ramp upgrades, A.</p> <p>Option 2: Alternatively, provide automatic sliding door system as part of existing vestibule (e.g., replace existing swing doors).</p>	Entrance (stair & ramp), 49th Street.	\$25,000.00	1 vestibule sliding door system	Facility Management Review			\$25,000.00

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.2.5	<p>Power door operator (PDO) controls and operation:</p> <p>PDO controls are not suitably mounted, since they are located on door jambs and are small size (e.g., difficult to identify). Typically, ISA symbol has also faded and therefore, controls are difficult to locate.</p> <p>Use of PDO control for interior and exterior doors is obstructed by door swings, when they swing towards user. Inconsistent timing Doors open and close very quickly and need adjustment.</p>	B2, B3, B4, B5, B6, B7 B14, B16, B17, B18	<p>Alternatively, coordinate with door & vestibule upgrades B.21, B.2.2 and B.2.3, depending on option implemented.</p> <p>As priority & short term upgrade, provide new PDO controls (exterior and interior sides) 600 mm (min) to 1500 mm (max), clear of any inside corner or door swing. Re-adjust all door opening / closing timing as required.</p>	<p>Entrance (stair & ramp), 49th Street.</p> <p>Entrance (sloped route), 49th Street.</p>						
B.2.6	<p>Signage:</p> <p>Alternate accessible entrance may be hard to identify and/or locate by users that are not familiar with the facility.</p>	A5	<p>Provide directional signage at ramp entry point to direct users to alternate accessible entrance when sloped route is upgraded.</p> <p>Coordinate with B.2.1.</p>	Entrance (stair & ramp), 49th Street.	\$500.00	NA	Cash Allowance Recommended	\$500.00		
B.2.7	<p>Book Return:</p> <p>Opening suitably mounted at 892 (bottom edge).</p>	B12	No upgrade required.	Elevator lobby, Ground Floor (Mall).	NA	NA				
B.2.8	<p>Other:</p> <p>Elevator lobby, parking garage. No power door operator is provided. Thumb-latch door hardware is not accessible.</p> <p>Swipe access required. Clear door width not measured.</p>	B49, B52	<p>Provide new power door operator with large size PDO controls (exterior and interior sides of vestibule), mounted 600 mm (min) to 1500 mm (max) clear of any inside corner or door swing.</p> <p>Note: This assumes there is accessible parking available in underground parking garage.</p>	Parking Garage.	\$3,500.00	1	Facility Management Review	\$3,500.00		
Cost Summary								\$19,000.00	\$0.00	\$70,000.00
Total Cost B.2.0								\$89,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.3.0 MAIN RECEPTION AREAS & LOBBIES										
B.3.1	<p>Circulation Desk:</p> <p>No lowered section of transaction counter is provided, with top surface mounted at standing height only, at 1077 mm high. No knee space is provided below.</p> <p>Side approach only is provided for users of wheeled mobility aids. There is ample clear floor space in front for users of mobility aids (both counter areas, inside and outside of security gates).</p> <p>No assistive listening device identified through signage.</p> <p>Overhead identification signage is provided, with large print and suitable colour contrast (blue text on white background).</p>	B23, B27	<p>Provide a lowered accessible transaction counter on both sides.</p> <p>Install counter hearing loop system when upgrading counter.</p>	Circulation desk, main entrance, 2nd floor.	\$2,500.00 ea.	2	Cash Allowance Recommended	\$5,000.00		
B.3.2	<p>Floor Surfaces:</p> <p>No problems identified with flooring at the time of audit. Carpet is typical throughout.</p>	B25, B26, B27	Ensure flooring conditions are routinely monitored and maintained (e.g., matting provided and inspected) in order to prevent any potential slipping and tripping hazards.	Main entrance, 2nd floor. lobby/corridor.	NA	NA	Maintenance Required			
B.3.3	<p>Floor Surfaces:</p> <p>Ceramic tile is not highly polished and typically does not reflect glare (e.g., minor exceptions adjacent to glazed vestibules at entrances). Surfaces are well maintained.</p>	B9 to B13 B19, B20, B21	Ensure flooring conditions are routinely monitored and maintained (e.g., matting provided and inspected) in order to prevent any potential slipping and tripping hazards.	Main entrance, elevator lobby / corridor, 2nd floor. Elevator lobby, ground floor (mall).	NA	NA	Maintenance Required			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.3.4	<p>Display Boards, Awareness & Alternate Formats:</p> <p>Some lowered sections of bulletin boards are suitable. Surface-mounted brochure holders are mounted between 641 to 886 mm high.</p> <p>Circulation around cart / shelving in middle of floor is limited for users of wheeled mobility aids.</p> <p>Some information and/or postings are mounted too high for users of mobility aids.</p>	B24, B28	<p>Provide key information at accessible height.</p> <p>Relocate cart / shelving in middle of floor to allow suitable circulation throughout.</p> <p>Ensure posted information addresses accessibility issues for communications / print documentation etc.</p> <p>Provide all priority information and/or brochures to be displayed at accessible height and lower eye / reach level.</p> <p>Ensure staff at this location are provided with disability awareness / sensitivity training as part of City's broader and ongoing staff training initiatives.</p> <p>No Cash Allowance for training of key Staff at this location is provided at this time.</p>	Community Bulletin Board Area, main entrance, 2nd floor.	NA	1 (Ongoing Training Modules)	Staff Training / Awareness			
			<p>If required, City should consider providing information re: accessibility conditions online, to assist users with understanding conditions. Provide future accommodations as required and based on request.</p>	Website.	Internal	Coordinate with Ongoing website upgrades.	Policy / Practice / Procedure Review			
Cost Summary								\$5,000.00	\$0.00	\$0.00
Total Cost B.3.0								\$5,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.4.0 INTERIOR CIRCULATION ROUTES & CORRIDORS										
General Comments:	Generally, no major problems with circulation were identified. Some areas have limited clear width for circulation where stacks and / or storage systems are placed to close together. Typically, alternative routes appear to be available. Refer to Section D.3.0 Library for additional reviews of circulation related to specific areas / sections of the Library.									
B.4.1	General Circulation: For most main circulation routes, suitable clear width is provided. Many areas are open concept floor space with flexible furniture arrangements and/or reconfiguration is possible.	B31, B32, B34	No upgrades required. Staff to conduct ongoing monitoring to ensure floor space is kept free of temporary barriers and obstructions.	Sight & Sound Area. Information Desk & Reference Area.	NA	NA	Policy / Practice / Procedure Review			
B.4.2	Level Access & Clear Turning Space: No level access is provided at reading area and book stack located on raised platform. No clear turning space is provided for users of mobility aids at one end of aisles adjacent to book stack and shelving. Aisles provide suitable clear width at 1200 mm width, however, users of wheeled mobility aids would have to back out and side approach to stacks/shelving is provided only,	B39, B40	Provide staff accommodations based upon request. Portable ramping system may be available and an option. No upgrade appears feasible at this time, due to the small size of the affected space. Additional areas for reading and seating are also available and are not only located on the raised platform. If detailed renovation occurs in future, remove raised area and/or provide ramped access.	Kids Section.	NA	NA	Policy / Practice / Procedure Review			
B.4.3	Clear Width: Aisle clear width is too narrow for users of mobility aids, especially larger wheeled mobility devices.	B29, B30, B33	Provide staff accommodations based upon request. Increase clear width by adjusting shelving / storage systems. Increase clear width when areas renovated or are upgraded in future where furniture or storage is fixed.	Adult Section. Circulation Desk.	NA	NA	Policy / Practice / Procedure Review			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.4.4	<p>Clear Width:</p> <p>Suitable clearances are typically provided, with some exceptions. Majority of main aisles between stacks and different areas of library have ample clear width and are well maintained.</p> <p>Some temporary obstructions observed, for users of mobility aids (e.g., portable step located in circulation route / aisle).</p>	B37, B38	Remove temporary barriers (e.g., stored equipment). Ensure floor space and circulation routes are monitored at all times to prevent temporary barriers.	Throughout interior. Central Circulation, Cultures Section.			Policy / Practice / Procedure Review			
B.4.5	<p>Clear Width:</p> <p>Main circulation corridor is 1510 mm clear width.</p> <p>Turning space (1800 by 1800 mm) is typically provided at either end for maneuverability by users of wheeled mobility aids.</p>	B19, B21	No upgrades required.	Corridor to Meeting Room (adj. to elevator).	NA	NA				
B.4.6	<p>Floor Surfaces:</p> <p>Glare & potential slipping hazards - no major problems identified at time of audit.</p> <p>Ceramic floors are not highly polished. In some areas where vestibule glazing is not tinted, some glare is reflected but it is not considered excessive.</p>	B8, B9, B10, B11, B12, B13, B15, B19	<p>When entrances are retrofitted in future, consider tinted glazing to prevent and minimize glare reflected from flooring surfaces.</p> <p>Ensure flooring surfaces are not highly polished in order to prevent potential slipping hazards and problems with glare.</p> <p>Where matting is used, ensure edges are secured (e.g., double-sided adhesive tape, use of weighted mats and/or other measures). Ensure mats are well maintained in order to prevent tripping hazards for all users.</p>	<p>Entrance vestibules, ground floor.</p> <p>Elevator lobby, ground floor (mall).</p> <p>Main entrance, elevator lobby / corridor, 2nd floor.</p>	NA	NA	Maintenance Required			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost B.4.0								\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.5.0 DOORS & DOORWAYS										
General Comments	Additional doors related to other spaces such as Meeting Rooms and Offices are addressed in Section D of this report.									
B.5.1	<p>Main Entrance(s): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>842 mm clear width is provided (at single door leaf only) and is suitable for existing condition. Clear width is reduced to 788 mm at panic hardware height. A centre mullion is provided between double doors. Thumb-latch door hardware (exterior side) is not accessible.</p> <p>No power door operator is provided. Doors appear to be kept propped open during regular operating hours</p> <p>Glazing extends top to bottom and is suitable with door and door frame colour contrasted compared to surroundings.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B20, B22	<p>No upgrade is recommended at this time, since doors are kept propped open. This condition to be reviewed by Facility Management.</p> <p>Provide increased clear width at entrance, for at least one door leaf (minimum), with accessible door hardware, when space is upgraded in future or prioritize based on requested staff / public accommodations, including power door operator provisions and required signage.</p> <p>Costing includes removal of existing door and frame, widening of door opening, provision of new door frame, new power door operator/signage, remedial work to walls (drywall & painting). Option may be available for a single door leaf and/or replacement with double door leaf. Detailed design review if required (e.g., exiting / fire safety requirements).</p> <p>Long Term Planning: Establish a "Door Upgrade Program" based on prioritization of doorways (e.g., clear width / hardware/ vision panels / power door operator provision).</p>	Main entrance, 2nd floor.	\$10,000.00 Cash Allowance	1 (set: door widening & power door operator / door hardware etc.)	Facility Management Review		\$10,000.00	
B.5.2	<p>Security Gates:</p> <p>Clear width at narrowest point is 922 mm (gate closest to circulation desk). Adjacent gate is narrower.</p>	B25, B26	<p>Adjust both security gates to provide equivalent clear width on both sides (860 mm minimum preferred). Mark with International Symbol of Accessibility (ISA) decals.</p> <p>Note: Consider whether two gates are required for entering / exiting. If a single gate option is suitable, adapt existing with a single gate system (e.g., remove centre security gate) in order to provide enhanced clear width.</p> <p>If existing 2 gates are used, with one (1) gate adjusted, ensure accessible gate is marked with International Symbol of Accessibility (ISA) decal.</p>	Main entrance, 2nd floor.	NA	NA	Facility Management Review			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.5.3	Book Return: (<i>exterior & interior sides</i>) Opening suitably mounted at 900 to 1021 (bottom edge).	B20, B23	No upgrade required.	Main entrance, 2nd floor.						
B.5.4	Main Entrance(s): Clear door width, 810 mm minimum (or 860 mm min recommended). 834 mm clear width is provided at glass door and is suitable for existing condition. Increased clear width is recommended due to expected high level of pedestrian traffic. Door is also kept propped open during regular operating hours, therefore, need for glass partitioning is questioned. Glazing has strong colour contrasted markings horizontally, however, edges are not marked and may be a bumping hazard. Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.	B78, B79, B80	Remove glass entry door & smaller glass side panel at entry (minimum). Provide strong colour contrast along edges of existing glazing that remains to enhance visibility when glass door / partitioning is removed. Alternatively, consider removing all glazing and/or retrofitting vestibule size & glazing. Note: If entry door & glazing is required for acoustics / privacy, reconfiguration and provision of increased clear door width is recommended. No cash allowance is recommended at this time. Upgrade can be coordinated with other washroom upgrades if implemented and as part of overall re-design.	Washroom entrance vestibule.	\$750.00 Cash Allowance	Door removal / disposal.	Facility Management Review	\$750.00		
Cost Summary								\$750.00	\$10,000.00	\$0.00
Total Cost B.5.0								\$10,750.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)			
								P1 Short-Term	P2 Medium-Term	P3 Long-Term	
B.6.0 RAMPS											
General Comments	None provided at this location.										
								Cost Summary	\$0.00	\$0.00	\$0.00
								Total Cost B.6.0	\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.7.0 STAIRS & STEPS										
General Comments	Generally, stairs appear to be used as emergency exit stairs only, based on signage provided. Opening doors activates emergency alarm, therefore, stairs were not reviewed.									
B.7.1	General: Stairs are used for emergency exiting only. Alarm is activated when door is opened, therefore, stair conditions were not reviewed.	B76, B77, B78	Stair conditions to be reviewed and validated by Facility Management. No cash allowance identified at this time.	Exit Stair #1 & #2. Refer to Mapping.	NA	NA	Facility Management Review			
B.7.2	Handrail Provision: Over-sized wooden handrail requires tight grasping and pinching of fingers and is not accessible. No extensions are provided (top & bottom). Handrails have no colour contrast.	B40	Install accessible handrail (dual height handrails for adult & children). Potentially can adapt existing with new handrails on top (adult height) and on side (children's height). Ensure strong colour contrast is provided on handrails compared to mounting surface(s).	Kid's Area.	\$1,500.00	Varies				
B.7.3	Tread Nosings: Colour contrast (e.g., brown, rubberized strips, 50 mm typical) is limited. Nosings appear new and in good condition.	B40	Upgrade stair tread nosings, with stronger colour contrast (e.g., black or yellow carborundum tape that can be installed on existing).	Kid's Area.	NA	3	Maintenance Required			
B.7.4	Tactile Warning Surface Indicators (TWSI): None provided.	B40	Install TWSI at top landing of stairs (extending across full width of stair and top landing).	Stairs: Entrance Lobby; Exit Stairs (east & west sides).	\$500.00 Cash Allowance	1			\$500.00	
Cost Summary								\$0.00	\$500.00	\$0.00
Total Cost B.7.0								\$500.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.8.0 ELEVATORS, LIFTS & ESCALATORS										
General Comments	Elevator cab dimension is 1289 mm depth and 1717 mm wide, which is compliant. However, cab size is generally too small to accommodate larger wheeled mobility aids, such as powered scooters. Note: Elevator model is Dover, 1200 Kg capacity or 16 passengers.									
B.8.1	<p>Elevator Provision:</p> <p>An elevator is provided for access to 2nd floor, however, most features are dated, including cab control panel and interior controls are generally non-compliant. No audible "beep" signals are provided for up and down movement / travel and for users with vision loss.</p> <p>Hall call button (2nd floor, sampled) is mounted at 1069 mm. Button illuminates when activated.</p> <p>Entrance door clear width is suitable at 915 mm. Door closes abruptly (timing is not suitable). Top push button on cab panel is mounted too high at 1270 mm.</p> <p>Entrance door and frame is colour contrasted with adjacent walls, to assist with identification by users with vision loss (2nd floor). No door jamb signage is provided (all floors). No tactile/braille signage is provided for cab controls/panel.</p>	B41 to B53 B41, B42, B53 B42, B43, B51 B42, B43	<p>Modernize elevator cab equipment, controls & panel (e.g., including handrails, emergency phone/call system) and control signage.</p> <p>Validate all requirements for door levelling / threshold height (both floors), timing for door opening & closing, elevator hall call buttons and interior cab lighting.</p> <p>Additional equipment upgrade / modernization may be beneficial such as new auto safety sensor system for door protective/reopening device, when door closing is obstructed. Existing device appears to require contact for activation which is problematic.</p>	Elevator.	\$25,000.00 Cash Allowance	Varies	Cash Allowance Recommended	\$25,000.00		
B.8.2	<p>Elevator Entrance:</p> <p>Stainless steel surfaces reflect considerable glare, which is problematic for users with vision loss, and appear to be highly polished.</p>	B12, B13	Ensure elevator panels and exterior surfaces are not highly polished during maintenance / cleaning.	Elevator lobby, ground floor.			Maintenance Required			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.8.3	<p>Elevator Cab:</p> <p>Floor space is limited, especially for users of larger wheeled mobility aids who may not be able to turn around fully and require backing out. No overhead mirror is provided.</p>	B42	<p>Install a flat mirror, mounted between the ceiling and handrail on the wall opposite to the door.</p> <p>Refer to Cash Allowance for B.8.1.</p>	Elevator.	NA	NA	Facility Management Review			
B.8.4	<p>Handrails:</p> <p>Handrail design is not suitable for grasping (e.g., "flat bar" type of design requires a tight grasp). Handrail is mounted at 831 mm high on rear wall only.</p>	B47	<p>Provide new compliant handrails, all sides.</p> <p>Refer to Cash Allowance for B.8.1.</p>	Elevator.	NA	NA	Facility Management Review			
B.8.5	<p>Emergency alarm / communications:</p> <p>Emergency alarm activation button mounted at bottom of panel at 889 mm, which is suitable.</p> <p>However, no emergency two-way communications device is provided. No visual indicator for "help is on way" when alarm activated, is provided, for users with hearing loss. No signage identified for provision of emergency call system. A cabinet appears to be provided, however, there is no handle to open door.</p>	B45, B46, B48	<p>Provide modern equipment for emergency alarm, equipment and controls, including hands free alarm system with suitable information and instructional signage.</p> <p>Refer to Cash Allowance for B.8.1.</p>	Elevator.	NA	NA	Facility Management Review			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.8.6	Signage: Overhead library identification signage does not have strong colour/tonal contrast.	B12	Upgrade overhead identification signage to provide strong colour/tonal contrast and with non-reflective surface.	Elevator lobby, ground floor.	\$2,500.0 Cash Allowance	Varies	Facility Management Review	\$2,500.00		
B.8.7	Other: Interior cab fan was very noisy at time of audit and did not appear to be in suitable working order.		Refer to Cash Allowance for B.8.1.	Elevator.	NA	NA	Facility Management Review			
Cost Summary								\$27,500.00	\$0.00	\$0.00
Total Cost B.8.0								\$27,500.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.0 WASHROOM FACILITIES										
General Comments	Separate Men's and Women's multi-occupancy washrooms are provided (1st floor, south east side). Washrooms are identified as accessible through door mounted signage at entrances, which also includes the International Symbol of Accessibility. It appears additional space to provide a separate, universal washroom may be available at Janitor's closet / storage room which is immediately adjacent to existing washrooms.									
B.9.1	<p>Provision:</p> <p>Generally, existing accessible Men's & Women's washrooms are non-compliant, due to limited interior floor space, non-compliant stall door clear width at 765 mm (both WR's), limited interior floor space for accessible stalls, as well as limited transfer space at side of toilets. No accessible lavatories are provided with knee space below (e.g., only 644 mm height below vanity, Men's WR) and interior floor space for circulation is limited for approach to existing fixtures / amenities.</p> <p>Accessible stall dimensions:</p> <p>Women's: 1537 mm depth by 1434 mm wide. Transfer space beside toilet at only 655 mm wide. Centreline of toilet from wall is also too far and non-compliant at 532 mm.</p> <p>Men's: 1542 mm depth by 1501 mm wide. Transfer space beside toilet at only 728 mm wide.</p>	B61, B62, B63, B64, B65, B66, B71, B72, B73, B74, B75	<p>Provide one universal washroom in lieu of renovating two (2) existing Men's/Women's washrooms. Detailed design & review is required to confirm fixture count based on occupancy requirements etc. A preliminary Cash Allowance is identified.</p> <p>Existing space appears to be available where Janitor's Room is currently located. Consideration for relocation of Janitor's room and/or identify alternate space for universal washroom provision.</p> <p>Coordinate with provision of recommended drinking fountain (at least one), assuming it can be tied into existing plumbing etc.</p> <p>Alternatively, retrofit both washrooms to universal washrooms (single occupancy) with power door operators etc. Remove entrance vestibules and/or retrofit dimensions for compliance.</p>	Men's & Women's washrooms, 2nd floor.	\$30,000.00	1	Major Capital Upgrade Consideration	\$30,000.00		
B.9.2	<p>Washroom Identification Signage:</p> <p>This recommendation applies only if a new universal washroom is provided at an alternate location.</p>	B57	Remove existing and replace entrance door signage with accessible signage on latch side of door (as per accessibility req'ts) with no international symbol of accessibility (e.g., washrooms are not accessible when new universal washroom implemented adjacent).	Men's & Women's washrooms, 2nd floor.	Refer to B.9.1	2				

SECTION B PHOTOS: INTERIOR ENVIRONMENTS



B1 Entrance (stair & ramp, 49th St.): Accessible entrance is not marked with ISA decal. Top landing of ramp is awkward configuration.



B2 Entrance (stair & ramp, 49th St.): A power door operator is provided, however, controls are too small. Door swings towards user and top landing area of ramp.



B3 Entrance (stair & ramp, 49th St.): Exterior door glazing is mounted too high.



B4 Entrance (stair & ramp, 49th St.), interior side: A power door operator is provided, however, controls are too small. Accessible entrance is not marked with ISA decal.



B5 Entrance (stair & ramp, 49th St.), interior side: Suitable clear width is provided. Power door operator control is too small and ISA symbol has faded.



B6 Entrance (stair & ramp, 49th St.), interior side: Accessible entrance is not marked with ISA decal. A power door operator is provided, however, controls are too small and ISA symbol has faded. Adjacent door swings toward user and power door operator control and is potential bumping hazard.



B7 Entrance (stair & ramp, 49th St.): Exterior door glazing is mounted too high. Power door operator control is too small.



B8 Entrance (stair & ramp, 49th St.): View of vestibule floor space which is limited, when doors swing into space.



B9 View of mall, ground floor, looking from elevator lobby area towards entrance (stair & ramp).



B10 Approach to elevator from mall entrance (stair & ramp).



B11 View of mall, ground floor, looking from elevator lobby area and book drop.



B12 Book Return, elevator lobby (ground floor, mall): Identification sign has large print and suitable colour contrast. Overhead library identification signage does not have strong colour contrast.



B13 View of Elevator lobby, off of mall, ground floor. Stainless steel surface, when highly polished, reflects glare which is a potential problem for users with vision loss.



B14 Entrance (Sloped route), exterior vestibule door: Lower edge of glazing is too high. Clear width is suitable for existing. Exterior door is not marked with ISA decal.



B15 Entrance (Sloped route): View of interior vestibule. Limited clear floor space between doors when interior vestibule door is open at 90 degrees.



B16 Entrance (Sloped route), exterior vestibule door: Level access is provided and threshold is suitable. Power door operator control is too small.



B17 Entrance (Sloped route), interior vestibule door: Door is marked with ISA decal. Power door operator control is small. Adjacent door swings toward user and power door operator control and is potential bumping hazard.



B18 Entrance (Sloped route), interior vestibule door: Level access is provided. Clear width and threshold is suitable. Interior door only is marked with ISA. Power door operator control is small.



B19 Elevator lobby, 2nd floor. No overhead visual indicator is provided. Floor surface is well maintained.



B20 Library entrance, 2nd floor: Book drop slot is suitably mounted with identification signage. No braille / tactile identification signage provided. Floor surface is well maintained.



B21 Main corridor, 2nd floor: Corridor clear width is suitable. Directional signage is provided, however, text size is small. Floor surface is well maintained.



B22 Main entrance, Library, 2nd floor. Door clear width is not compliant. Doors appear to be kept propped open during regular operating hours.



B23 Main entrance, circulation desk: No lowered counter is provided. Book deposit slot is accessible, however, identification signage would be beneficial for all users.



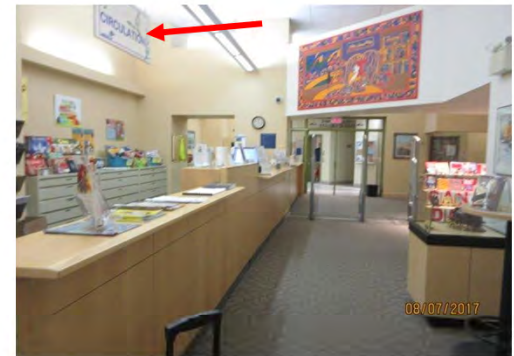
B24 Main entrance, community information and display boards: Generally, a range of heights are provided. Circulation is limited due to placement of cart / shelving in centre of room.



B25 Security Gates, Main entrance (2nd floor): Suitable clear width is provided but it is inconsistent for both gates.



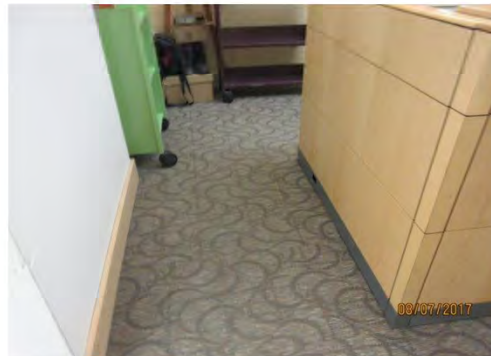
B26 Security Gates, Main entrance (2nd floor): Suitable clear width is provided but it is inconsistent for both gates.



B27 Circulation Desk: No lowered transaction counters provided (both sides of security gates). Overhead identification signage is provided.



B28 Community Bulletin Board Area (adj. to security gates): Generally, a range of display heights is provided.



B29 Entry to circulation counter (staff side): Clear width is too narrow for users of mobility aids.



B30 Circulation Counter (Staff side): Limited aisle clearance for staff using mobility aids. Accommodations required based upon request.



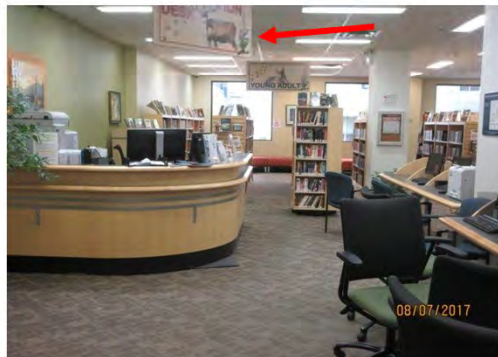
B31 Sight & Sound Area / Staff Offices: General circulation routes are suitable and well maintained for users of mobility aids.



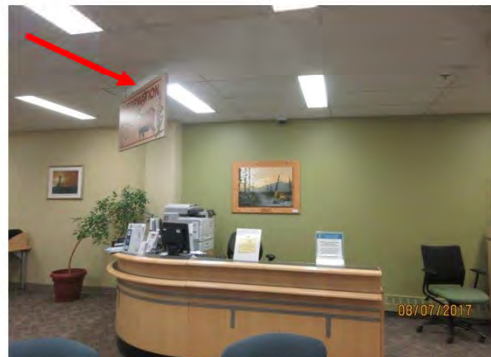
B32 Sight & Sound Area: Circulation is suitable with clear floor space for users of mobility aids. General reading area furniture is flexible, with accessible seating position adjacent for users of mobility aids.



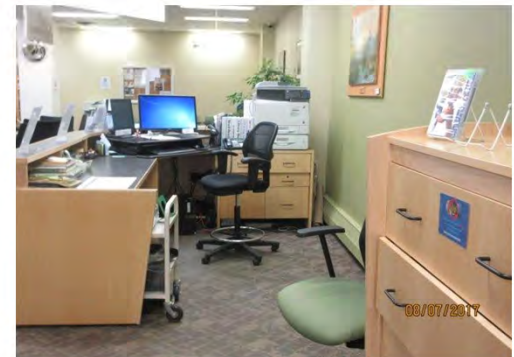
B33 Adult Section: Limited clear width for users of mobility aids.



B34 Information Desk & Computer Tables: Adjacent circulation routes are typically suitable with required clear width maintained. Overhead identification signage is provided.



B35 Information Desk: No lowered, accessible section is provided. Overhead identification signage is provided.



B36 Information Desk: No lowered, accessible section is provided on staff side. Floor space appears to be available for accessibility. No accessibility features provided.



B37 Central circulation route (between Adult & Kid Sections): Temporary obstruction for users of mobility aids due to portable step located in aisle.



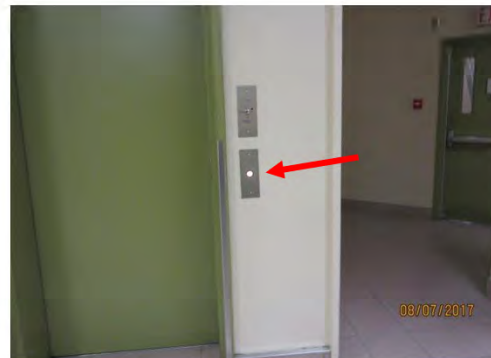
B38 Central circulation route (Cultures Section): Circulation routes are typically suitable with required clear width maintained.



B39 Kids Area: Colour contrast of stair nosings is limited. Handrails are not accessible. No TWSI is provided at top landing. Raised platform is not accessible for users of wheeled mobility aids.



B40 Kids Area: Circulation for users of mobility aids is limited, with no turning space provided at one end.



B41 Elevator (central corridor and adj. to main entrance to Library): Entrance and door framing has strong colour contrast. Hall call buttons are illuminated when activated.



B42 Elevator: Generally, interior floor space is compliant, however, features require modernization.



B43 Elevator: Suitable clear width is provided at entry, however, door closes too quickly.



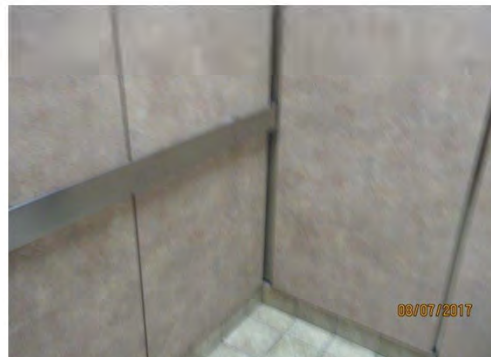
B44 Elevator: Overhead LED panel is provided inside cab to indicate floor level.



B45 Elevator cab control panel: No braille / tactile signage provided. No emergency phone appears to be provided with no handle on cabinet door. No emergency phone is identified through signage.



B46 Elevator cab control panel: No braille / tactile signage provided. Some buttons are mounted too high for users of wheeled mobility aids.



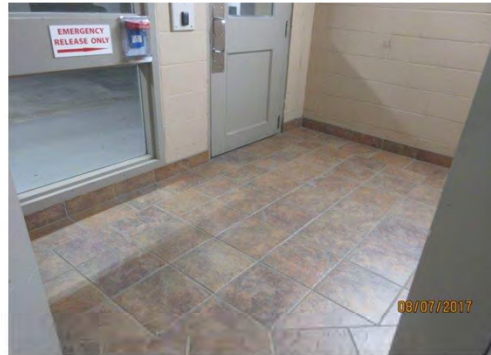
B47 Elevator: Handrail is not provided on all sides.



B48 Elevator cab control panel: No braille / tactile signage provided. Some buttons are mounted too high for users of wheeled mobility aids.



B49 Elevator lobby, parking garage. Door was secured at time of audit. No power door operator is provided.



B50 Elevator lobby, parking garage. No power door operator is provided. Thumb-latch door hardware is not accessible.



B51 Elevator lobby, parking garage. No overhead or side panel visual indicator is provided.

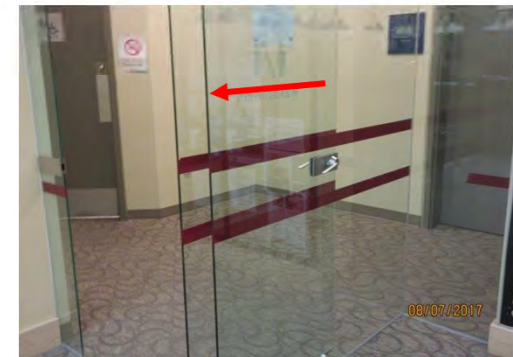
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B52 Elevator lobby, parking garage: Door was secured at time of audit.



B53 Elevator lobby, parking garage: Hall call buttons are illuminated when activated.



B54 Entry vestibule (washroom area): Edges of glazing are not clearing marked for users with vision loss, resulting in potential bumping hazards.



B55 Entry vestibule (washroom area): Clear door width is too narrow and non-compliant. Edges of glazing are not clearing marked for users with vision loss, resulting in potential bumping hazards.



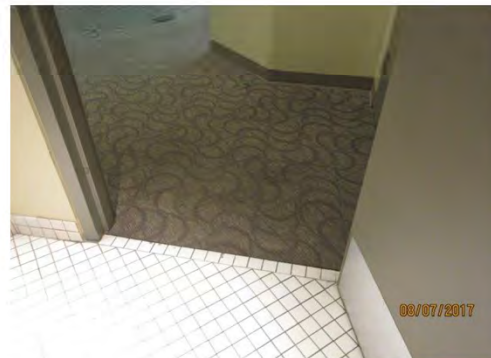
B56 Entry vestibule (washroom area): Edges of glazing are not clearing marked for users with vision loss, resulting in potential bumping hazards.



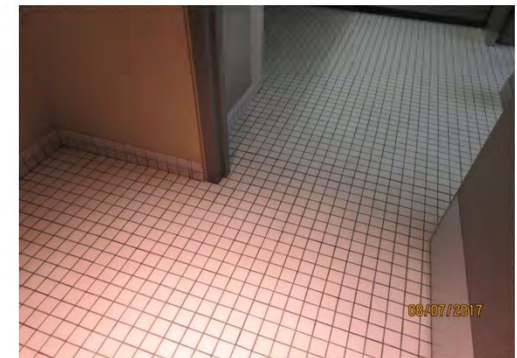
B57 Men's Accessible Washroom: Identification signage is not accessible, mounted on face of door. No braille / tactile features provided.



B58 Men's Accessible Washroom: Entrance door is difficult to open, requiring key access. Door is difficult to open.



B59 Men's Accessible Washroom: Suitable clear door width is provided, however, door is difficult to open.



B60 Men's Accessible Washroom: Vestibule floor space is too small between two doors.



B61 Men's Accessible Washroom: Limited interior clear floor space, especially for users of larger wheeled mobility aids.



B62 Men's Accessible Washroom: Urinal is not accessible. Hand dryer is not accessible.



B63 Men's Accessible Washroom: No accessible lavatory with required knee space below is provided.



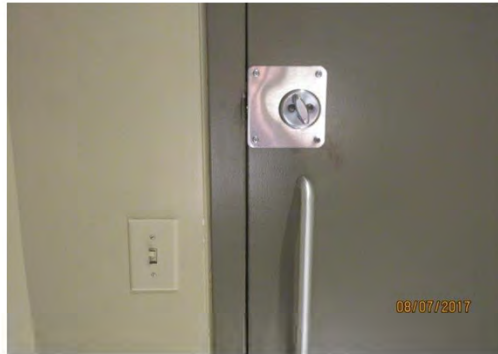
B64 Men's Accessible Washroom: Stall has limited clear floor space. Door clear width is too narrow.



B65 Men's Accessible Washroom: Stall has limited clear floor space



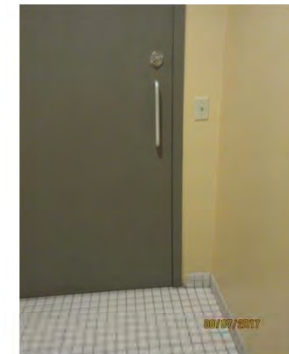
B66 Men's Accessible Washroom: Stall door hardware is not accessible.



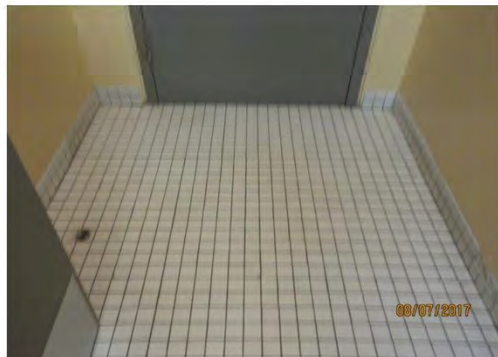
B67 Men's washroom: Door must be unlocked when entering and exiting, requiring two hands to operate and twisting of wrist which is non-compliant.



B68 Women's Accessible Washroom: View of approach to entrance, off of enclosed area.



B69 Women's Accessible Washroom: Door must be unlocked when entering and exiting, requiring two hands to operate and twisting of wrist which is non-compliant.



B70 Women's Accessible Washroom: Vestibule floor space is too small between two doors.



B71 Women's Accessible Washroom: Limited interior clear floor space, especially for users of larger wheeled mobility aids.



B72 Women's Accessible Washroom: Limited interior clear floor space, especially for users of larger wheeled mobility aids.



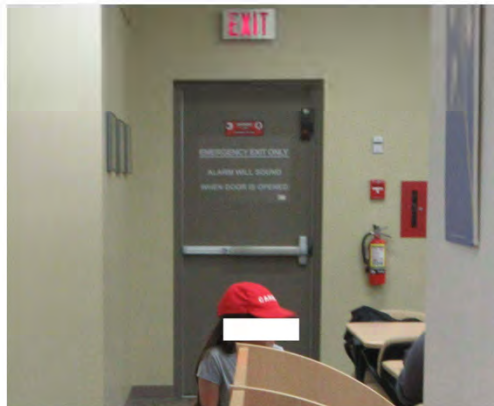
B73 Women's Accessible Washroom: No accessible lavatory with required knee space below is provided.



B74 Women's Accessible Washroom: Stall has limited clear floor space. Stall door is not self closing and coat hook is too high. Door clear width is too narrow.



B75 Women's Accessible Washroom: Stall has limited clear floor space. Door clear width is too narrow.



B76 Exit Stair (adj. to Community Lounge): Alarm is activated when door is opened. Stair was not reviewed.



B77 Exit Stair (adj. to Meeting Room): Assumed alarm is activated when door is opened as signage indicates "emergency exit only". Stair was not reviewed.



B78 Exit Stair (adj. to Meeting Room): Fire alarm pull is mounted too high. Appeared to be typical condition throughout.

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

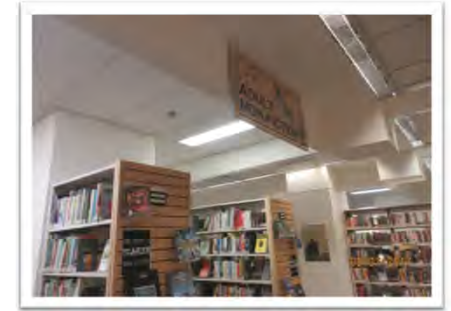
C.1.0 GENERAL COMMENTS

Building Systems, Controls and Communications:

Key elements reviewed in this section include: Exterior and Interior Lighting, Interior Signage & Wayfinding, Emergency Systems and Public Amenities.

The following summary observations were made at the time of the audit:

- (a) It appears interior lighting is centrally controlled and operated by Staff only.
- (b) Generally, interior signage and wayfinding system is suitable related to overhead identification signage, however, no detailed accessible design features appear to be consistently integrated or provided, including braille / tactile features and use of large print and colour / tonal contrast. This includes use of small print and text for book stack signage.
- (c) No visual alarms for users with hearing loss were identified.
- (d) No accessible public amenities are typically provided at this location, including drinking fountains.
- (e) Fire and Life Safety Plans and related signage is posted at key locations, however, no accessibility information was identified.



SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.2.0 EXTERIOR LIGHTING										
C.2.1	Lighting Levels: Night time light levels were not reviewed as part of the scope of this project. To be validated by Facility Manager.		A formal review of exterior lighting conditions to be conducted by Facility Manager during night-time conditions.	Throughout exterior.	\$350.00 Cash Allowance (External Study)	1	Facility Management Review	\$350.00		
Cost Summary								\$350.00	\$0.00	\$0.00
Total Cost C.2.0								\$350.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.3.0 INTERIOR LIGHTING										
C.3.1	<p>General:</p> <p>Lighting levels appeared to be suitable where they were observable at time of audit. Some areas were not illuminated at time of audit but suitable fixtures and task lighting options appeared to be in place.</p>		<p>No upgrades identified.</p> <p>Interior lighting conditions to be validated by Facility Manager (if required).</p>	Various locations, throughout interior.	NA	NA	Facility Management Review			
C.3.2	<p>Lighting controls:</p> <p>Typically, appear to be centrally controlled by staff for public areas of library (e.g., no switches).</p> <p>One switch was identified and is mounted too high at 1349 mm (Meeting Room). Switch also requires twisting of wrist to activate.</p>	C15	<p>When interior areas are retrofitted in future and/or based on staff requests for accommodation (e.g., office areas), lower light switches between 900 - 1000 mm and upgrade to "rocker" style switches during future interior upgrades (and not to exceed 1200 mm high from floor). Provide occupancy sensor controls where suitable.</p> <p>Cash Allowance for occupancy sensor activation at main entrance. Detailed review required to identify if upgrade feasible for existing lighting system.</p> <p>Prioritize lowering where switches are independently controlled by public or staff and where they are located along accessible routes. Patch and repair surfaces as required.</p>	<p>Meeting Room (sampled).</p> <p>Various locations, throughout interior. (TBD)</p>	\$2,500.00	Varies	Facility Management Review		\$2,500.00	
Cost Summary								\$0.00	\$2,500.00	\$0.00
Total Cost C.3.0								\$2,500.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.4.0 INTERIOR SIGNAGE & WAYFINDING										
C.4.1	<p>Signage system:</p> <p>Overhead space identification signage is typically suitable with large print and colour / tonal contrast (e.g., animal "theme" is used to differentiate areas).</p> <p>Generally limited and/or inconsistent accessibility features. Typical book stack identification signage is too small.</p> <p>Some posted information signs are temporary and may cause visual clutter.</p> <p>International Symbol of Accessibility identifies washrooms as accessible. Black text on white background provides strong colour contrast, however no tactile/braille features are provided.</p> <p>Refer to B.8.6 re: elevator identification signage at elevator lobby, ground floor.</p>	C1, C2, C3, C4, C5, C6, C7, C8, C9, C10, C11, C12, C13, C14, C15, C19	<p>Conduct a detailed and coordinated signage & wayfinding study for all facilities, City-wide, based on accessibility audit findings for the portfolio as a whole. Specialized review for precedents related to library-specific signage (e.g., book stacks).</p> <p>Implement interior signage upgrades according to requirements of current Accessibility Design Guidelines/standards & best practices. City should develop formalized Guidelines and strategies (e.g., use of pictograms, colour contrast, print size etc.). Detailed Study and Review is required prior to implementation to ensure consistency. Upgrades should be prioritized for higher use public areas and amenities (e.g., washrooms, offices, meeting rooms etc.).</p> <p>Existing signage system can be upgraded over the long term as areas of the facility are renovated.</p> <p>A preliminary Cash Allowance of \$5,000.00 is recommended for a study and key upgrades for accessible room identification (e.g., Offices) and book stack signage.</p>	Throughout interior.	NA	NA	Facility Management Review		\$5,000.00	
C.4.2	<p>Information Desk: Overhead identification signage is provided, with large print and suitable colour contrast (red text on beige background).</p>	B27, B34, B35	<p>No upgrade required.</p> <p>Refer to C.4.1.</p>	Information Desk; Circulation Desk.	NA	NA				
Cost Summary								\$0.00	\$5,000.00	\$0.00
Total Cost C.4.0								\$5,000.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.0 EMERGENCY SYSTEMS - FIRE & LIFE SAFETY ISSUES										
General Comments	<p>A fire alarm system was identified for this facility, with fire pull stations provided at key locations, including adjacent to entrances to exit stairs.</p> <p>Typical fire pull stations are marked with strong colour / tonal contrasted blue and clear plastic protective covers. Pull stations are red which contrasts well with lighter wall colours.</p>									
C.5.1	<p>Fire alarm pull stations:</p> <p>Typically mounted too high for reach by users of mobility aids, above 1200 mm.</p> <p>(Sampled at exit door, main corridor, 2nd floor)</p>	C18	<p>Lower fire alarm pull station controls that are provided along accessible routes, as interior upgrades are implemented over time.</p> <p>Patch and repair previous mounting locations.</p> <p>No Cash Allowance is identified at this time.</p>	Various locations, throughout interior.	\$1,500.00 ea.	Varies	Facility Management Review			
C.5.2	<p>Visual alarms:</p> <p>None provided for users who are Deaf.</p>		<p>Integrate and coordinate installation of visual alarm strobes to accommodate users who are deaf (assumed existing system can be adapted). Placement of visual alarms to be determined based on detailed review of current alarm system. To be validated by Facility Manager if existing system can be upgraded.</p> <p>Consider upgrade if interior is renovated in the future.</p> <p>Prioritize for high use locations such as public meeting room and washrooms (2nd floor).</p>	Throughout interior.	NA	NA	Detailed Study Required			

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.3	<p>Evacuation procedures:</p> <p>None formally identified during audit for users with disabilities. However, typical evacuation signage is posted.</p> <p>Fire & Life Safety: No posted plan was identified, specifically referencing accessibility. Plans appear to be strategically posted.</p>	C20, C21, C22, C23	<p>City and Facility Manager to validate formal emergency evacuation policies, procedures and practices at this location, including means of egress for users of mobility aids and people with varying disabilities. This includes addressing evacuation from areas where there is no direct exit to grade and posting of information for Visitor's to the building and Staff, as required. Review feasibility of providing Areas of Refuge and / or provision of evacuation chairs on each floor.</p> <p>Provide Staff Training and Awareness as required, over both the short and long terms.</p> <p>Note: Coordinate training with development of internal policies and related procedures. Coordinate and Consult with City Fire Department / personnel.</p>	Throughout interior.	NA	NA	Policy / Practice / Procedure Review			
C.5.4	<p>General:</p> <p>Stair access only is provided for emergency evacuation routes. Primary and alternate exit routes are identified in evacuation signage that is posted. No braille / tactile features are provided.</p> <p>Elevator is not identified as a Fire Fighter's elevator through signage.</p>	C20, C21, C22, C23	<p>Refer to C.5.3.</p> <p>Evacuation strategies for users with various types of disabilities to be developed and/or confirmed (e.g., Buddy System; Use of evac-chairs at exit stairwells).</p>	Throughout interior.	NA	NA	Policy / Practice / Procedure Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost C.5.0								\$0.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.6.0 PUBLIC AMENITIES - PUBLIC TELEPHONES, DRINKING FOUNTAINS, ETC.										
General Comments	No interior public amenities were identified throughout interior.									
C.6.1	Drinking Fountain: No accessible drinking fountain is provided.		Provide at least one accessible fountain in facility (e.g., washroom vestibule area / main entrance lobby).	Washroom vestibule area (adj. main entrance), 2nd floor.	\$3,500.00 Cash Allowance	NA	Cash Allowance Recommended	\$5,000.00		
Cost Summary								\$5,000.00	\$0.00	\$0.00
Total Cost C.6.0								\$5,000.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.7.0 CARD ACCESS SYSTEMS AND BUILDING SECURITY SYSTEMS										
General Comments	Not applicable - None provided at this location.									
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost C.7.0								\$0.00		

SECTION C PHOTOS: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS



C1 Typical overhead collection / space identification signage.



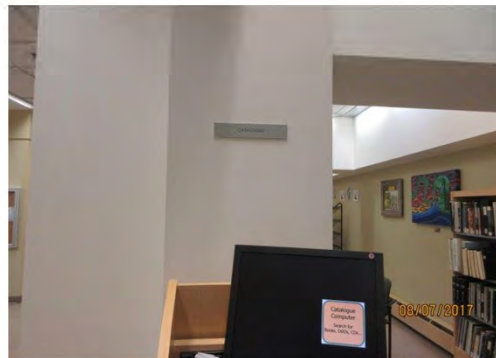
C2 Typical overhead collection / space identification signage.



C3 Typical stack signage, (Adult-non-fiction 973-998): Colour contrast is suitable, however, mounting is too high and print size is small for legibility. No braille / tactile features or alternate accessible signage provided.



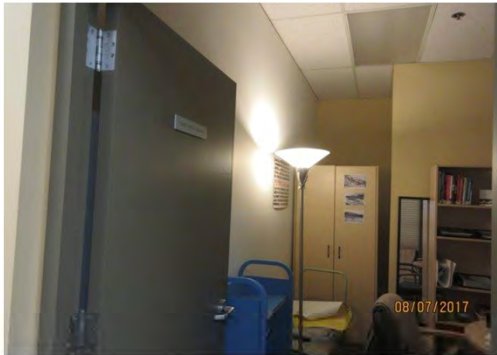
C4 Typical stack signage: Colour contrast is suitable. Print size is typically small, with no braille / tactile features or alternate accessible signage provided.



C5 Catalogue Computer Desk: Identification signage text is too small with limited colour contrast.



C6 Catalogue Computer Desk: Identification signage text is too small with limited colour contrast.



C7 Interior lighting, Staff Office (example): Generally, additional task lighting is available and used based on staff preferences.



C8 Office identification Signage (Typical): Colour contrast is suitable. Print size is typically small, with no braille / tactile features or alternate accessible signage provided.



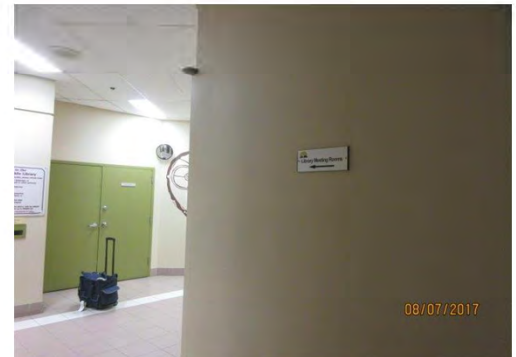
C9 Overhead identification signage for community information displays. Text is large size with suitable colour contrast. Some signage design is inconsistent.



C10 Meeting Room: Directional signage text is too small.



C11 Meeting Room: Directional signage text is too small.



C12 Meeting Room: Directional signage text is too small.



C13 Meeting Room: Identification signage text is too small. No accessibility features identified (e.g., tactile / braille).



C14 Meeting Room: Identification signage text is too small. No accessibility features identified (e.g., tactile / braille).



C15 Light switch is mounted too high and requires twisting of wrist to activate. Posted signage is cluttered.



C16 Meeting Room: View of interior floor space and flexible furniture (tables/chairs).



C17 Exit Stair (adj. to Meeting Room): Assumed alarm is activated when door is opened as signage indicates "emergency exit only". Stair was not reviewed.



C18 Exit Stair (adj. to Meeting Room): Fire alarm pull is mounted too high. Appeared to be typical condition throughout.



C19 Book Return and Information Signage: Suitable colour contrast is provided. Print size is typically small, with no braille / tactile features or alternate accessible signage provided.



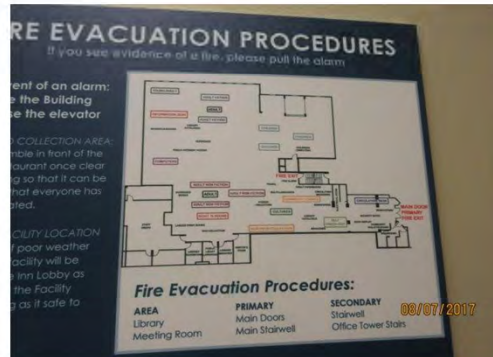
C20 Fire Evacuation Procedures / Directory: Typically posted at strategic locations. No accessibility features identified. Print is typically small.



C21 Fire Evacuation Procedures / Directory: Typically posted at strategic locations. No information specific to accessibility was identified.



C22 Directory: No accessibility features identified. Print is typically small.



C23 Fire Evacuation Procedures: Typically posted at strategic locations. No information specific to accessibility was identified.



C24 Book Return, elevator lobby (ground floor, mall): Identification sign has large print and suitable colour contrast. Overhead library identification signage does not have strong colour contrast.

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

D.1.0 GENERAL COMMENTS

Special Facilities, Spaces and Environments:

This section reviews accessibility features related to:

1. Meeting Rooms & Assembly Areas;
2. Library Areas; and
3. Offices.

The following summary observations were made at the time of the audit:

(a) Generally, circulation throughout Library is suitable for all users, with some exceptions as identified in this report. Floor space and aisles are well maintained.

(b) Meeting Rooms and Study Areas are typically suitable for accommodations to be made. Some upgrades related to entrances are required for accessibility.

(c) Staff assistance / customer service may be required for using some specialized equipment, such as computer stations used for catalogues, research or check out services. No adaptive equipment was identified for users with diverse disabilities through signage.

(d) Generally, staff accommodations would need to be made with existing furniture for private offices. Furniture appears to be flexible and could be re-arranged for staff with disabilities as required.



SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.2.0 ASSEMBLY AREAS, ACTIVITY ROOMS & MEETING ROOMS										
General Comments	<p>One meeting room (100 person capacity) was identified through door mounted signage. Two (2) double-door entrances appear to allow for the space to be used as a multi-purpose room through partitioning / separation if needed.</p> <p>Meeting Room entrances are located off of the central corridor, adjacent to main elevator lobby. Entrance doors and framing have strong colour / tonal contrast compared to wall surfaces, to assist with identification by users with vision loss.</p>									
D.2.1	<p>Main Entrance(s): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>760 mm clear width is provided at single door leaf and is not compliant. Lever door hardware is accessible. Double doors are provided. No power door operator is provided. Door is secured. No door glazing is provided.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	D1, D2	<p>Equip one entrance with power door operator and suitable controls that allows both doors to open simultaneously when activated. Provide International Symbol of Accessibility decal to identify accessible entrance doors.</p> <p>Long Term Planning: Establish a "Door Upgrade Program" based on prioritization of doorways (e.g., clear width / hardware/ vision panels / power door operator provision).</p> <p>Note: First set of doors appears to be main entrance and most frequently used since it is closest to elevator lobby.</p>	Meeting Room, 2nd floor.	\$3,500.00	NA		\$3,500.00		
			<p>Upgrade double doors to provide 860 mm clear width, accessible door hardware and vision panels. Coordinate with previous if doors require replacement as a high priority and based on level of use.</p>	Meeting Room, 2nd floor.	\$10,000.00		Cash Allowance Recommended		\$10,000.00	

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.2.2	<p>General Circulation:</p> <p>Interior floor space appears to be flexible for small or larger meetings, with furniture that is flexible to accommodate accessibility needs.</p> <p>Chairs are not adjustable with no arm rests, however, seating surface is suitable at 460 mm high. Table is suitable, with top surface at 738 mm high, with 713 mm high knee space provided below (ample clear width under table is also provided for mobility aids). Suitable clear aisle space is provided, typically at 1200 + mm around tables which can be placed as needed.</p> <p>Exterior Wall: A display board is provided adjacent to entrances. Some information may be mounted too high.</p>	D1, D4, D5, D6	<p>Provide staff / public accommodations based upon request.</p> <p>City Staff to address customer service issues (ongoing basis) and provide requested accommodations in advance for all users of all ages and abilities. Ensure all priority information is posted at accessible height range, lower portion of display board.</p> <p>This may include adjusting furniture and aisle clearances and maintaining consistent accessibility requirements at all times, recognizing furniture is flexible and clear widths may be reduced at times.</p> <p>Consider providing an adjustable height work/seating table and accessibility options for seating (e.g., adjustable with arm rests) when upgrading furniture in future.</p>	Meeting Room, 2nd floor.	NA	NA	Policy / Practice / Procedure Review			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.2.3	<p>Assistive Listening Device (ALD):</p> <p>None identified for the facility, through signage. No International Symbol for Hearing Loss pictograph was identified, to indicate the availability of an ALD or related equipment.</p>	NA	<p>Provision of ALD system to be validated by City. A cash allowance is recommended, assuming no ALD is available.</p> <p>At minimum, provide a portable assistive listening device (e.g., with suitable # of receivers) and/or hearing loop system, for users with hearing loss, that is made available upon request. If portable, device may be suitable for use throughout facility (e.g., other meeting/boardrooms or customer service counter). Install</p> <p>For options, refer to the Better Hearing Solutions website: http://www.betterhearingsolutions.ca</p>	Meeting Room, 2nd floor.	\$5,000.00	NA	Facility Management Review	\$5,000.00		
							Cost Summary	\$8,500.00	\$10,000.00	\$0.00
							Total Cost D.2.0	\$18,500.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D. 3.0 LIBRARY										
General Comments	Refer to Section B.2.0 for a review of issues related to main entrance to Library, located on 2nd floor, including book returns and security gates. Refer to Section B.3.0 for a review of issues related to circulation desk and community bulletin board area.									
D.3.1	<p>Information Desk:</p> <p>No lowered section of transaction counter is provided, with top surface mounted at standing height only, at 1010 mm high. No knee space is provided below.</p> <p>Side approach only is provided for users of wheeled mobility aids. There is ample clear floor space in front for users of mobility aids.</p> <p>No assistive listening device identified through signage.</p> <p>Overhead identification signage is provided, with large print and suitable colour contrast (red text on beige background).</p>	D20, D21	<p>Provide a lowered accessible transaction counter on both sides.</p> <p>Install counter hearing loop system when upgrading counter.</p> <p>Note: In short term, provision of a flip-down shelf / writing surface on public side may be a suitable accommodation.</p>	Information desk, 2nd floor.	\$2,500.00 ea.	1	Cash Allowance Recommended	\$2,500.00		
D.3.2	<p>Catalogue Workstations: (15 identified in total - 2 groups of 6 tables, with computers. There is 1 group of 3 tables, with no computers)</p> <p>Top of work surface at 735 mm, with 695 mm knee space below, with ample clear width and depth is suitable for users of wheeled mobility aids. Chairs are not adjustable.</p> <p>No accessible / adaptive computer equipment for users with disabilities was identified through signage.</p>	D22, D23	<p>Provide 2 locations (1 for each group of computer tables) with adaptive / accessible computer equipment, for library reference services / internet access etc. Provide height adjustable chairs (with back & arm supports) at accessible locations.</p> <p>Provide accommodations based upon request. Staff assistance / customer service may be required for this specialized equipment.</p> <p>Ensure all staff are trained to provide Customer Service for People with Disabilities in a library environment.</p>	Library Catalogue / Reference Area.	\$5,000.00 ea. (set of specialized equip.)	2	Staff Training / Awareness	\$5,000.00	\$5,000.00	

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.3.3	<p>Catalogue Workstations:</p> <p>Designed for standing height and use only.</p> <p>Identification signage is too small (mounted on wall). Refer to Section C.4.0. for recommendations re: signage.</p>	D38	<p>Provide information and directional signage (accessible format - large print, colour contrast etc.) to guide users to location of accessible catalogue workstation that is available.</p> <p>Ensure staff have training for customer service for people with disabilities.</p>	Catalogue Computer Desk (adj. to Community Lounge).	NA	NA	Staff Training / Awareness			
D.3.4	<p>Workstations:</p> <p>Top of work surface at 814 mm, with 770 mm knee space below, with ample clear width (750 mm) and depth is suitable for users of wheeled mobility aids.</p> <p>Height adjustable chairs (with back & arm supports) are provided.</p> <p>Circulation around tables is suitable and floor space is well maintained. Some aisle clear width is limited at 940 mm wide (between desk and DVD Collection). Alternate routes are typically available.</p>	D19 D9	<p>Provide at least one height-adjustable work station (e.g., top surface), in highest-use area.</p> <p>Provision of height-adjustable workstations to be monitored over time, as additional tables to be provided based upon request(s) for accommodation.</p> <p>Staff to monitor circulation routes and reconfigure where possible to provide 1100 mm clear width (minimum).</p>	Sight & Sound. (sampled)	\$2,500.00 Cash Allowance	1	Facility Management Review		\$2,500.00	
D.3.5	<p>DVD Collection / Storage Drawers:</p> <p>D-pull hardware and range of heights (300 to 1100 mm) provided for drawers are generally accessible. However, lowest drawers are not at an accessible height for reaching by some users. Additionally, obtaining DVD's from drawers may also be difficult</p>	D10	<p>Provide accommodations based upon request. Staff assistance may be required based upon request including use of upper & lower drawers.</p>	DVD Collection, Sight & Sound. (sampled)	NA	NA	Policy / Practice / Procedure Review			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.3.6	<p>Reading / Work Table:</p> <p>Top surface at 736 mm, with 708 mm knee space below, with ample clear width (open) and depth is suitable for users of wheeled mobility aids.</p> <p>Cushion chairs: Top of seat is generally too high at 490 mm. Armrests are provided.</p>	D47	Provide accommodations based upon request. This includes assisting with provision of alternate seating options (e.g., adjustable chairs may be available from other areas).	Cultures, Northern Collection.	NA	NA	Policy / Practice / Procedure Review			
D.3.7	<p>Reading / Work Table:</p> <p>Top surface mounted for standing height only with high stool seating options.</p>	D39	Provide accommodations based upon request. When upgrading furniture, provide a lowered and accessible surface and seating option that is integrated with the higher tables.	Community Lounge / Cultures.	\$2,500.00 Cash Allowance	NA	Policy / Practice / Procedure Review		\$2,500.00	
D.3.8	<p>Reading / Work Table:</p> <p>Typical seating and tables are flexible to accommodate diverse users.</p>	D16, D40, D44	Provide accommodations based upon request. This includes assisting with provision of alternate seating options (e.g., adjustable chairs may be available from other areas).	Adult Non-Fiction Area; Community Lounge. (sampled)	NA	NA	Policy / Practice / Procedure Review			
D.3.9	<p>Self-Checkout Equipment:</p> <p>Screen is mounted too high, and is intended for standing height. Partial knee space is provided below.</p>	D48	Provide information and directional signage (accessible format - large print, colour contrast etc.) to guide users to main circulation desk for assistance. Ensure staff have training for customer service for people with disabilities. When upgrading, provide a lowered and accessible work surface, equipment and controls for self-checkout.	Self-Checkout.	\$150.00 (signage) \$10,000.00 Cash Allowance (Self-checkout equip.)	NA	Policy / Practice / Procedure Review	\$150.00		\$10,000.00

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.3.10	<p>Work / Reading Tables: (Typical)</p> <p>Top surface 770 mm high and knee space below at 739 mm high, which is suitable. Ample clear width and suitable depth is provided below.</p> <p>Top surface of chair is 487 mm (+/-) which is suitable.</p>	D39	Provide accommodations based upon request. This includes assisting with provision of alternate seating options (e.g., adjustable chairs may be available from other areas).	Work Area (between Adult Fiction & Kids Area).	NA	NA	Facility Management Review			
D.3.11	<p>Book Stacks: Circulation, clear width 1100 mm (min).</p> <p>Clear width is typically suitable at 1100 mm or more for majority of book stack aisles.</p> <p>Clear width is limited in some areas at 1065 mm. Generally, alternative accessible routes are available.</p>	D8, D13, D14, D15, D24, D25, D26, D27 D7, D17, D18	Where stacks are fixed, provide accommodations as required in short term, based upon request. Re-position stacks during future interior upgrades.	Sight & Sound Area; Adult Non-Fiction; Youth. (sampled) Refer to Mapping	NA	NA	Facility Management Review			
D.3.12	<p>Book Stacks: Shelving Heights</p> <p>A range of heights is provided (although some are out of accessible reach range at this time) and shelving system appears to be adjustable. Typical stack shelving height ranges between 100 mm to 1770 mm high, lowest to highest.</p>	D11, D14, D15	Provide accommodations as required in short term, based upon request. No upgrade recommended at this time. Reconfigure shelving if renovated in future.	Reading Area, Cultures Section; Adult Non-Fiction. (sampled)	NA	NA	Policy / Practice / Procedure Review			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.3.13	Magazine Racks: Shelving Heights A range of shelving heights is typically provided. Top shelf mounted at 1565 mm high which is too high for users of mobility aids.	D42	Provide accommodations as required in short term, based upon request. Place priority information or most requested documents at accessible height if possible. No upgrade recommended at this time. Reconfigure shelving if renovated in future.	Community Lounge.	NA	NA	Policy / Practice / Procedure Review			
D.3.14	General Circulation: Typically suitable (1500 mm clear width or more) and well maintained throughout. Clear width is reduced in some areas where furniture, magazine racks and storage cabinets are placed too close together. Generally, alternative accessible routes are available.	D11, D12, D25 D9, D10, D33, D34, D40, D41, D44 D45, D46	Provide accommodations as required in short term, based upon request. Reposition furniture / racks / tables & chairs to ensure maximum available floor space and clear width for aisles is provided for circulation by users of mobility aids.	Sight & Sound Area; Kids Area; Adult Non-Fiction Area. (sampled) Refer to Mapping	NA	NA	Maintenance Required			
D.3.15	General Circulation: Typically suitable (1500 mm clear width or more) and well maintained throughout.	D27, D28, D29, D31, D35, D36, D37	Staff to monitor conditions and ensure circulation routes and areas are maintained recognizing users can move tables and furniture, resulting in temporary barriers.	Adult Non-Fiction Area; Kids Area. (sampled)	NA	NA	Maintenance Required			
Cost Summary								\$7,650.00	\$10,000.00	\$10,000.00
Total Cost D.3.0								\$27,650.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.4.0 OFFICE ENVIRONMENTS										
General Comments	<p>All offices and private meeting rooms appear to have same design features for entrances. One space was sampled as identified in this section, recognizing all spaces were locked at time of audit. Technical Services, Magazine Archives and Staff Room were not reviewed.</p> <p>Three (3) private offices are provided (Library Manager / Public Service Librarian / Librarian Technician). A private Writer's Room is provided adjacent to Library Manager's Office and was occupied at the time of the audit. This space appears to be flexible for future accommodations if required. Typically, floor space and furniture in office areas throughout the facility appears to be flexible for some accommodations to be made.</p> <p>Generally, staff accommodations would need to be made with existing furniture, which appears to be flexible and could be re-arranged for staff with disabilities as required.</p> <p>A full redesign of work area layouts appears to be required, including functional programming and review of occupancy needs etc., to address accessibility requirements. Budget can vary significantly dependent upon final design and options considered.</p> <p>If required, address office furniture design as part of the City's procurement requirements that addresses future purchases for furniture / equipment to include accessibility provisions (e.g., seating, tables, use of colour contrast, accessible operating control heights, and other features etc., depending on the type of furniture or equipment).</p>									

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.4.1	<p>Offices and Work Related Areas: General use, design & circulation.</p> <p>Lever door hardware is accessible, for entrance. Entrance door clear width is suitable.</p> <p>Typically, limited clear floor space due to furniture and equipment placement. No specific accessible features were identified.</p> <p>No accessible or adjustable desks identified.</p> <p>Typical furniture is not accessible, including work surfaces.</p> <p>Maneuverability is typically limited with the need to reconfigure furniture/layout to provide any future accommodations for users of mobility aids.</p>	D49, D50	<p>Provide at least one accessible / adjustable desk (minimum) based on any requested accommodation (to be located as required and coordinated with other requirements, including office equipment). Staff accommodations to be made (as requested) where no existing accessibility provisions are included (e.g., narrow aisles that limit wheelchair & scooter maneuverability) or there are temporary barriers due to furniture placement.</p> <p>Budget can vary significantly dependent upon final design and options considered.</p> <p>If required, develop a City-wide Policy that allows Staff accommodations to be made where no existing accessibility provisions are included (e.g., narrow aisles that limit wheelchair & scooter maneuverability) or there are temporary barriers. Policy can also address how future upgrades of staff amenities or furniture procurement (e.g., systems furniture, tables, whiteboards, phones, storage areas and seating etc.) can take accessibility issues into consideration.</p>	Office, Public Service Librarian. (sampled)	\$5,000.00	NA	Policy / Practice / Procedure Review		\$5,000.00	
							Cost Summary	\$0.00	\$5,000.00	\$0.00
							Total Cost D.4.0	\$5,000.00		

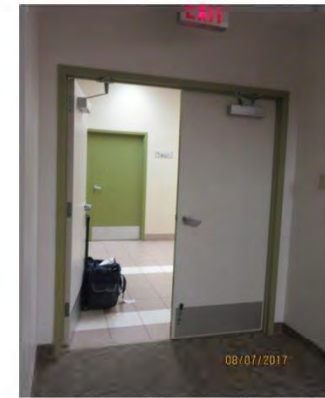
SECTION D PHOTOS: SPECIAL FACILITIES, SPACES & ENVIRONMENTS



D1 Approach to entrances to Meeting Room. Entrance doors have strong colour contrast for users with vision loss. Lever door hardware is suitable.



D2 Entrance to Meeting Room: Identification signage text is too small with limited colour contrast. Lever door hardware is accessible. Clear door width is suitable if double doors activated at same time.



D3 Entrance to Meeting Room: No power door operator is provided. Clear door width is suitable due to double doors, however, clearance for single leaf is non-compliant. No power door operator is provided.



D4 Meeting Room: Generally, furniture is portable and flexible, with ample floor space for accommodations.



D5 Meeting Room: Generally, furniture is portable and flexible, with ample floor space for accommodations.



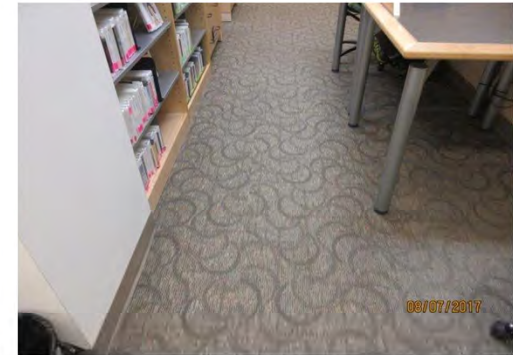
D6 Meeting Room: Typical work surfaces are accessible. Chairs do not have arm supports.



D7 Typical aisle between book stacks / shelving (Sight & Sound Area): Circulation clear width is suitable but also is reduced for some areas.



D8 Typical aisle between book stacks / shelving (Sight & Sound Area): Circulation clear width is suitable.



D9 Sight & Sound Area: Some aisle clearances between study tables are too narrow for users of mobility aids, however, alternate circulation routes are available.



D10 Sight & Sound Area: Some aisle clearances between study tables are too narrow for users of mobility aids, however, alternate circulation routes are available.



D11 Reading Area, Cultures Section: Typical aisle clear width is suitable and well maintained. A range of shelving heights are provided.



D12 Adult Section: Typical aisle clear space between stacks and fixed walls are suitable.



D13 Adult Section: Some aisles between stacks have limited clear width.



D14 Adult Section: Some aisles between stacks have limited clear width.



D15 Adult Section: View of typical clear width which is suitable for most book stack aisles.



D16 Seating Area, centre of library: Typical seating and tables are flexible to accommodate diverse users.



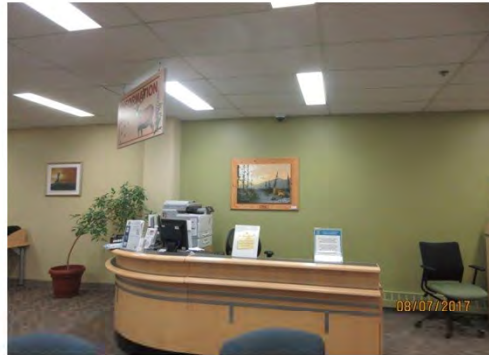
D17 Youth Section: Clear width for circulation is limited in some areas.



D18 Youth Section: Clear width for circulation is limited in some areas.



D19 Sight & Sound Area, Typical seating / work tables for study / reading: Typical seating and tables are flexible to accommodate diverse users.



D20 Information Desk: No lowered, accessible section is provided.



D21 Information Desk: No lowered, accessible section is provided on staff side.



D22 View of work / study tables (typical, adjacent to Information Desk): Typical seating and tables are flexible to accommodate diverse users.



D23 View of computer tables (typical): No adaptive computer equipment for accessibility was identified through signage. Appears accommodations can be made with desk & chair furniture.



D24 Youth Section: Clear width for circulation is suitable in most areas.



D25

Youth Section: Clear width for circulation is suitable in most areas.



D26

Youth Section: Clear width for circulation is suitable in most areas. View of typical book stacks and aisle clear width.



D27

Youth Section: Clear width for circulation is suitable in most areas.



D28

Kids Section: Clear width for circulation is suitable in most areas.



D29

Kids Section: Clear width for circulation is suitable in most areas.



D30

Reading Tables (adjacent to Youth Area): Typical seating and tables are flexible to accommodate diverse users.



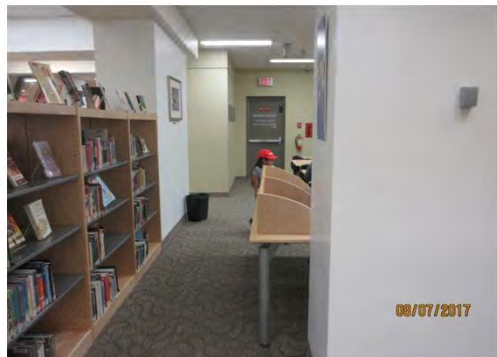
D31 Kids Section: Clear width for circulation is suitable in most areas.



D32 Kids Section: Circulation for users of mobility aids is limited, with no turning space provided at one end.



D33 Kids Section: Clear width is limited between fixed column and book shelving.



D34 Clear width for circulation is limited in some areas. Generally, alternate accessible routes are also available.



D35 Adult Section, central aisle: Clear width for circulation is suitable in most areas.



D36 Community Lounge: Clear width for circulation is suitable in most areas.



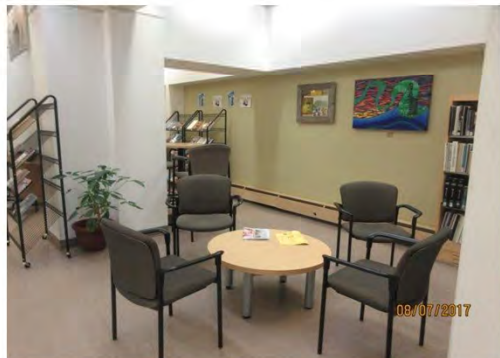
D37 Adult, Non-fiction Area: Generally, circulation is suitable. Some aisles are limited due to placement of book / magazine racks.



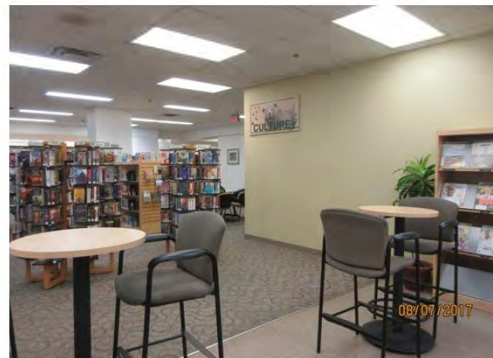
D38 Catalogue Computer Desk: Standing height and use only. No lowered, accessible option. Identification signage is too small.



D39 Cultures / Community Lounge: High tables provided only, with no lowered, accessible options integrated.



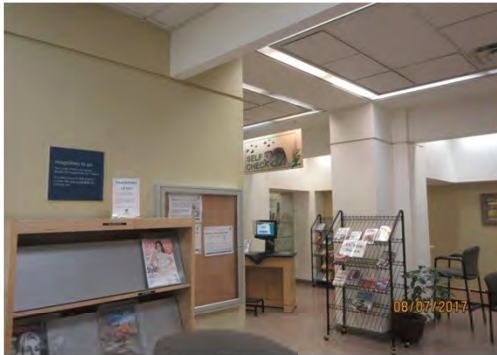
D40 Community Lounge: Seating is flexible, however, placement may obstruct approach to some areas for users of mobility aids.



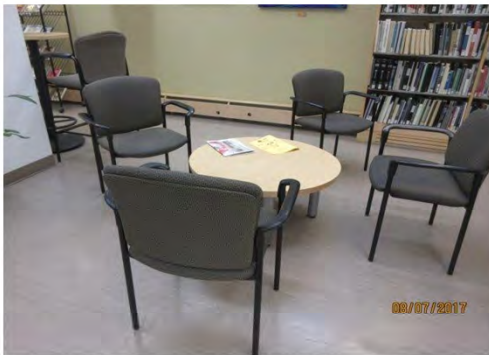
D41 Cultures: High tables provided only, with no lowered, accessible options integrated.



D42 Community Lounge: A range of shelving heights is typically provided.



D43 Community Lounge: View towards self check-out counter.



D44 Community Lounge: Seating is flexible, however, placement may obstruct approach to some areas for users of mobility aids.



D45 Adult, Non-fiction Area: Some aisles are limited due to placement of book / magazine racks.



D46 Adult, Non-fiction Area: Some aisles are limited due to placement of book / magazine racks.



D47 Reading Tables (adj. to Cultures / Community Lounge): Typical tables are flexible to accommodate diverse users. Cushion seats are generally too high for accessibility.



D48 Self-checkout (adj. to circulation desk at front): Potential knee space below, obstructed by furniture). Computer screen height is too high and is for standing users only.



D49 Office Entrance, Public Service Librarian: Lever door hardware is accessible and suitable clear width is provided.



D50 Office, Public Service Librarian: Generally, accommodations can be made for accessibility. Additional task lighting is provided.



Barrier Removal Action Plan

Wildcat Cafe

FOR STAFF REVIEW
D1 - March 2018

Prepared for:



CITY OF YELLOWKNIFE

Prepared by:



SPH Planning & Consulting Ltd
113 Miranda Avenue
Toronto, ON M6B 3W8

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Section C: Building Systems, Controls and Communications

This Section Does Not Apply to this Facility (Based on type, size & use).

Section D: Special Facilities, Spaces and Environments

This Section Does Not Apply to this Facility (Based on type, size & use).

1.0 INTRODUCTION

This Barrier Removal Action Plan identifies all work and upgrades required to make the **Wildcat Cafe** accessible, meeting the needs of all building users from a 'cross-disability' perspective. The overall goal of this project is to improve the level of accessibility experienced at this location by users with a broad range of disabilities. Accessibility compliance for this building was evaluated based on criteria established within the Ontario Building Code (OBC 2012, Section 3.8, including amendments for 2015), the Canadian Standards Association's "Accessible Design for the Built Environment" (B651-12, revised 2015) design standard, the AODA's Integrated Accessibility Standards Regulations (IASR) "Design of Public Spaces Standards" (Part IV.1, Accessibility Standards for the Built Environment), recognized "best practices" including the **City of Calgary Accessibility Design Standards (2016) / BF Design Guide (2017)**, and the consultant's audit experience.

1.1 Report Organization

The Barrier Removal Action Plan is organized as a spreadsheet, following the headings used to describe a typical "journey sequence" a user might take, which is also used during the auditing process. This allows easy cross-referencing by municipal Staff and Facility Managers responsible for this location. The Action Plan consists of **four (4) Sections**:

- A: Exterior Environments**
- B: Interior Environments**
- C: Building Systems, Controls and Communications**
- D: Special Facilities, Spaces and Environments**

For each Section, detailed recommendations are provided to remove barriers and address any accessibility issues identified during the audit process. Priorities for removing barriers related to specific building elements and the location of barriers are also identified. Finally, estimates for removing barriers, based on the number of units involved or 'quantity', are identified to establish a detailed barrier removal budget for each section. Costing estimates reflect 2017 dollars and the Consultant's experience with similar building types and knowledge of existing pricing in today's construction market. Additionally, cost data for the Canadian construction industry was referenced as required to provide accurate estimates, based on Hanscomb's "Yardsticks for Costing" (current edition).

2.0 ESTABLISHING PRIORITIES

Priorities for barrier removal and prevention are identified based on the Consultant's professional opinion and experience. Generally, priorities reflect a variety of criteria to ensure a cross-disability approach is applied to each barrier removal activity. This approach recognizes that there were different types of barriers identified at this location that affect different types of disabilities. Priorities are important to provide a baseline for strategically removing barriers in the most cost effective ways. Overall, recommendations for barrier removal at this location are based on the following "high, medium and low" priority rating scale:

<p>Priority 1 (Short-Term): Items giving immediate concern for safety or a significant barrier that requires prompt attention. Generally relates to a building code issue as well as actions that have minor cost implications (e.g., temporary obstructions, maintenance issues).</p>	<p>Time period for implementation: 0 to 2 Years</p>
<p>Priority 2 (Medium-Term): Essential items required to provide an acceptable level of access for persons with disabilities, and to be completed within the short term (e.g., highly used items). Generally relates to actions that need to be implemented as soon as it is practical.</p>	<p>Time period for implementation: 3 to 6 Years</p>
<p>Priority 3 (Long-Term): Items of best practice (e.g., Guidelines & CSA) and/or to be implemented when relevant area/element of the building is renovated, maintained, or upgraded. Often refers to actions that require significant structural alterations and construction costs, which would only be possible to implement over a long-term works schedule.</p>	<p>Time period for implementation: 7 to 10 Years</p>

This priority rating scale is designed as a framework only, for assisting with the implementation decision-making process. Overall, this scale should not be viewed as a 'rigid' evaluation tool, recognizing many priorities are very subjective in nature – what may be considered a high priority for removing barriers related to one type of disability may not be seen as a high priority for another type.

3.0 BUDGET SUMMARY

Preliminary budget estimates for this location, itemized for each Accessibility Audit Report Section, are summarized as follows:

Section	Cost
A. Exterior Environments	\$27,750.00
B. Interior Environments	\$26,500.00
C. Building Systems, Controls & Communications	n/a
D. Special Facilities, Spaces & Environments	n/a
Total Cost	\$54,250.00

Preliminary budget estimates for this location, according to priority levels for each Accessibility Audit Section, are summarized as follows:

Section	Priority 1	Priority 2	Priority 3
A. Exterior Environments	\$7,750.00	\$20,000.00	\$0.00
B. Interior Environments	\$6,500.00	\$0.00	\$20,000.00
C. Building Systems, Controls & Communications	n/a	n/a	n/a
D. Special Facilities, Spaces & Environments	n/a	n/a	n/a
Total Cost	\$14,250.00	\$20,000.00	\$20,000.00

4.0 ADDITIONAL COMMENTS

The following Barrier Removal Action Plan provides a detailed overview of accessibility issues to be addressed at this location, individual priorities and preliminary cost estimates for each building or site element reviewed during the audit.

FACILITY AUDIT SUMMARY



CITY OF YELLOWKNIFE

Date of Audit:	July 2017
Name of Auditor(s):	Shane Holten

Facility Information

Name:	Wildcat Café
Type:	Restaurant / Café
Contact Person:	David Hurley
Address:	3507 Wiley Road
Date of Construction:	1937
Number of Floor(s):	1
Gross Floor Area (GFA) or Square Footage:	1,292 SF (120 sq. m)
General Layout & Configuration:	Dining Area, Public Washrooms, Kitchen, Exterior Deck

Wildcat Café





















Accessibility Information











Estimated # of Total Parking Spaces:	0 (Note: On-street parking (5 spaces +/-) is available off of Raccine Road / Doornbos Lane)
Number of Accessible Parking Spaces:	0
Total # of Entrance(s):	2
Total # of Accessible Entrance(s):	0
Number of Public Entrance(s):	1
Number of Staff Entrance(s):	1

SITE MAPPING + FLOOR PLANS

1. Exterior Mapping: Wildcat Cafe

-  Site Boundary
-  Building Outline
-  Building Entrance
-  Building Exit
-  Stair or Step(s)
-  Pedestrian Route
-  Parking Lot
-  Accessible Entrance or Exit with Power Door Operator (PDO)
-  Non-Accessible Entrance or Exit
-  Accessible Parking Spaces

-  Reception
-  Elevator / Elevating Devices
-  Ramp
-  Accessible Seating Spaces
-  Emergency Fire Alarm Pull Station
-  First Aid Station
-  Defibrillator Station
-  Fire Extinguisher

-  Men's Washroom
-  Men's Accessible Washroom
-  Men's Accessible Change Room
-  Women's Washroom
-  Women's Accessible Washroom
-  Unisex Washroom
-  Unisex Accessible Washroom
-  Change Room / Team Change Room
-  Women's Accessible Change Room
-  Unisex Accessible Change Room



City of Yellowknife

Title:
Legend

Prepared by:
SPH Planning & Consulting

Project Name:
Accessibility Audit

Project #:
CoYK-010517

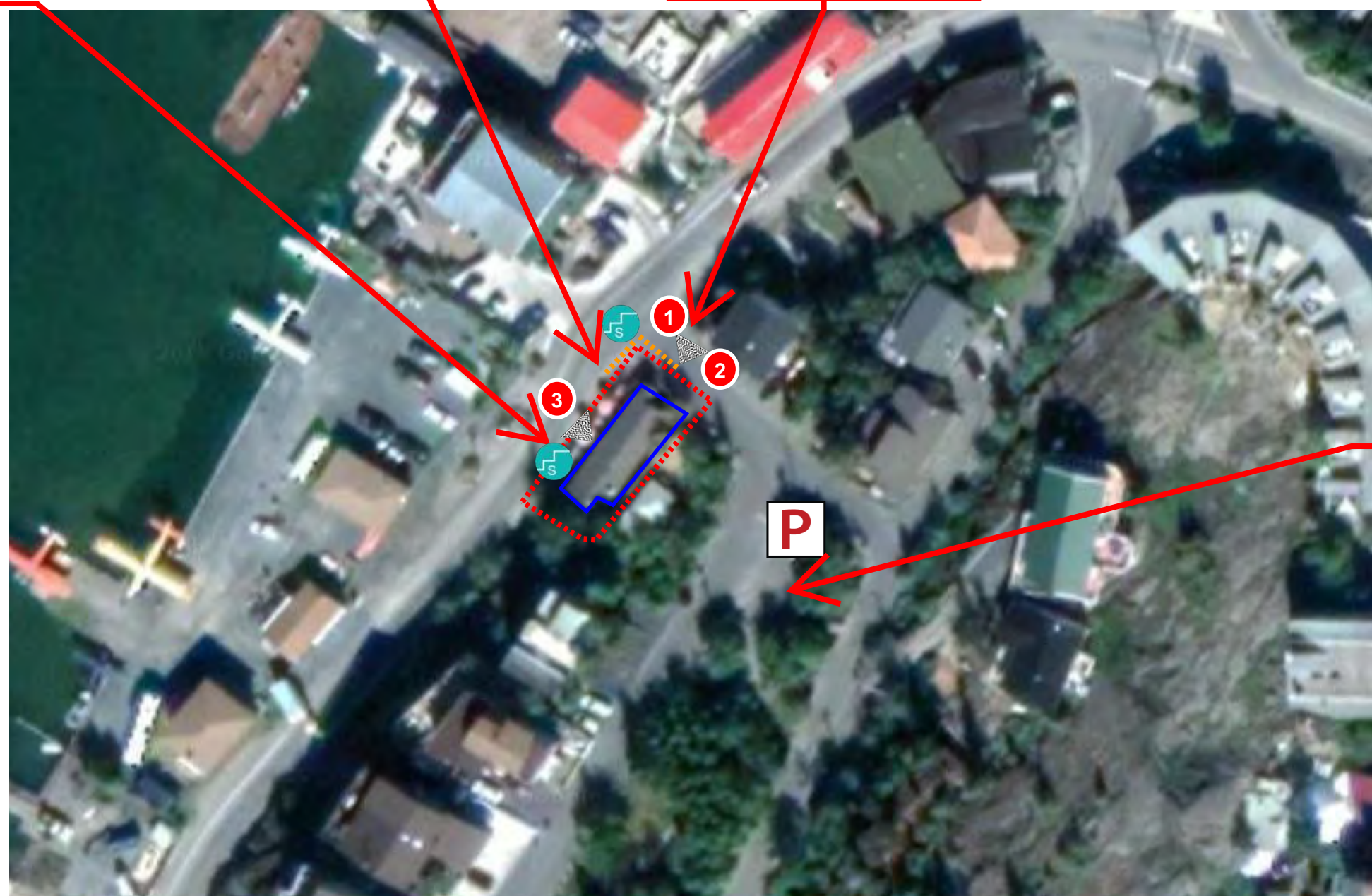
Date:

Sheet:
L-1

Secondary entrance/exit: stepped access only to exterior deck

Stair access only to exterior deck

Main entrance: High threshold & transition



On-street parking area: No accessible spaces

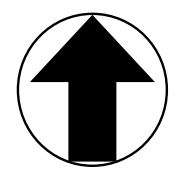


Facility:
Wildcat Cafe

Address:
**3904 Wiley Rd,
Yellowknife, NT
X1A 2L5**

Title:
Site Plan

Ref North
N.T.S



Prepared by:



Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:

Sheet:
A-101



BARRIER REMOVAL ACTION PLAN

Section A: Exterior Environments

Section B: Interior Environments

SECTION A: EXTERIOR ENVIRONMENTS

A.1.0 GENERAL COMMENTS

Exterior Environments:

Key elements reviewed in this section include: site and building identification and information signage; parking; exterior pedestrian circulation routes; and street furniture / public amenities.

The following summary observations were made at the time of the audit:

- (a) No designated accessible parking spaces were identified.
- (b) Closest on-street parking area appeared to be off of Raccine Road / Doornbos Lane, with approximately five (5) spaces available. Additional on-street parking may be available off of Wiley Road and/or adjacent premises.
- (c) Informational and directional signage is typically limited and/or dated.
- (d) No public sidewalks were identified on streetscapes adjacent to the Wildcat Cafe.
- (e) Generally, no consistent provision of accessible seating or rest areas was identified throughout exterior.
- (f) Exterior deck is not accessible for users of wheeled mobility aids. Stair access only is provided.



SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.2.0 SITE & BUILDING SIGNAGE										
General Comments	Building identification signage is mounted on front façade of this facility. Refer to Photos A10 and A11. However, it is intended to have faded, rustic look and typically no accessible design features were identified. The facility itself is prominent as a heritage facility.									
A.2.1	Signage: Site and building identification signage provision appears to be limited and difficult to identify facility when approaching. Text is typically dark black colour , which contrasts well with white background. However, it has intended rustic and faded "look" to convey historical background related to this location. Address identification signage was not identified.	A10, A11	Refer to A.2.2. Based on existing condition of facility and heritage context, upgrade is not considered a high priority or immediate need unless exterior renovations are undertaken. When upgrading exterior in future, provide new building and site identification signage, that is clearly visible and prominent, viewable when approaching from all sides and with full accessibility features integrated. This may be additional signage that is provided in addition to existing and preferred "rustic" signage and related displays.	Main entrance.	NA	Varies	Facility Management Review			
A.2.2	Informational / Directional Signage: Heritage information display is prominent on façade. No accessibility features were identified. Display / Bulletin Board is mounted too high.	A8	Install accessible display / signage with tactile and braille features. This can describe the facility and historical background for diverse users, including users with varying types of disabilities. Bulletin Board: Provide a lowered section and/or new board for posting key / priority information at accessible height.	Main entrance.	\$2,500.00	1	Maintenance Required	\$2,500.00		
A.2.3	Lighting: Daytime lighting conditions were reviewed only. Generally, lighting fixtures appear to be provided as part of exterior façade and / or canopy, including at exterior deck.		Validate illumination of exterior signage during night-time conditions. To be conducted by Facility Manager. Coordinate with Action C.2.1.	Throughout exterior.	Allow \$250.00 for external review	See Action C.2.1.	Facility Management Review	\$250.00		
Cost Summary								\$2,750.00	\$0.00	\$0.00
Total Cost A.2.0								\$2,750.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)			
								P1 Short-Term	P2 Medium-Term	P3 Long-Term	
A.3.0 PUBLIC TRANSPORTATION - TRANSIT STOPS & SHELTERS											
A.3.1	Not applicable. Not part of the scope of this project.										
								Cost Summary	\$0.00	\$0.00	\$0.00
								Total Cost A.3.0	\$0.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)			
								P1 Short-Term	P2 Medium-Term	P3 Long-Term	
A.4.0 PARKING & PASSENGER LOADING ZONES											
General Comments	One parking area was identified, off of Doornbos Lane. No on-street parking spaces were identified off of Wiley Road.										
A.4.1	Provision & Design: No designated accessible spaces were identified through post-mounted and pavement signage out of a total of 5 (+/-).	A1, A2, A11	Provide at least one accessible parking space, coordinated with other accessibility upgrades (if implemented). Link new access aisle to a clearly marked, safe, and continuous accessible route with level transitions as required leading to main entrance. Coordinate with A.5.1. An access aisle at front of accessible spaces should be provided to allow users to travel in front of parking spaces and not behind them. Facility Management to confirm formal count of parking space provisions, including additional options and/or on-street locations.	Parking Area, off of Doornbos Lane.	\$2,500.00 Cash Allowance	Varies	Detailed Study Required		\$2,500.00		
								Cost Summary	\$0.00	\$2,500.00	\$0.00
								Total Cost A.4.0	\$2,500.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.5.0 EXTERIOR PEDESTRIAN ROUTES										
General Comments	Generally, there are no exterior pedestrian routes and/or provision is very limited at this location, recognizing that it appears that the majority of users would arrive at this location by vehicle. No separated exterior pedestrian route is provided, off of Wiley or Raccine Roads. (Refer to Photos A1 to A7, A11)									
A.5.1	<p>General Provision:</p> <p>No clearly separated public sidewalk / route is provided, linked to accessible parking and main entrance.</p> <p>Note: Raccine roadway is significantly sloped.</p>	A1 to A7, A10, A11	<p>Coordinate re-design and provision of clearly separated/marked public accessible route from site perimeter with other accessible parking lot upgrades (if implemented).</p> <p>Detailed review and design is required to identify provision of a new public sidewalks (e.g., concrete). Curb ramps and tactile walking surface indicators etc., may also be required.</p> <p>No cash allowance is identified at this time.</p>	Wiley & Raccine Roads.	To be determined	Varies	Detailed Study Required			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost A.5.0								\$0.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)			
								P1 Short-Term	P2 Medium-Term	P3 Long-Term	
A.6.0 RAMPS											
A.6.1	Not applicable. No exterior ramps are provided at this location.										
								Cost Summary	\$0.00	\$0.00	\$0.00
								Total Cost A.6.0	\$0.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.7.0 STAIRS & STEPS										
A.7.1	General Provisions: Stair access only is provided to exterior deck. Open risers are potential tripping hazard. Handrails are oversized and difficult to grasp. Tread nosings are not high contrast.	A12, A13, A14, A15	Install closed risers. Install colour contrasted, non-slip carborundum strips on stair tread nosings. Provide TWSI on top landing as best practice. Provide accessible handrail on at least one side of main stair (entry to deck).	Exterior deck (front stairs)	\$3,500.00 Cash Allowance (handrail, TWSI & tread nosings)	2 sets		\$3,500.00		
A.7.2	Stepped access is provided to secondary entrance (e.g., for staff use and access to washrooms by visitor's).	A17, A19, A21	Provide handrail on at least one side of steps. Install colour contrasted, non-slip carborundum strips on step tread nosings.	Staff Entrance (steps).	\$1,500.00 Cash Allowance	Varies		\$1,500.00		
A.7.3	Stair access is provided to rear garden area (e.g., appears to be for Staff use only). Open risers are potential tripping hazard. Handrails are oversized and difficult to grasp. Tread nosings are not high contrast.	A22, A23	Install closed risers. Install colour contrasted, non-slip carborundum strips on stair tread nosings. Provide TWSI on top landing as best practice. Provide accessible handrail on at least one side of main stair (entry to deck). Note: Stair is for staff use only and appears to be lower level of use and priority.	Exterior deck (front stairs)	\$2,500.00 Cash Allowance (handrail, TWSI & tread nosings)	1 set	Facility Management Review		\$2,500.00	
Cost Summary								\$5,000.00	\$2,500.00	\$0.00
Total Cost A.7.0								\$7,500.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.8.0 EXTERIOR AMENITIES & STREET FURNITURE										
A.8.1	<p>Seating & Rest Areas:</p> <p>No accessible seating and rest areas were identified.</p> <p>A wooden bench is provided at main entrance but is generally not accessible.</p>	A7, A8	<p>There is limited to no landscaped areas at this location, including no adjacent public sidewalks along Wiley and Raccine Roads.</p> <p>No rest areas appear to be required based on assumption users typical arrive at this location by vehicle.</p> <p>Consideration for accessible seating and rest area options may be needed if renovations are considered in future. Providing a bench/rest area off of Wiley Street should be considered as part of any future streetscape improvements.</p> <p>To be reviewed by City and Facility Management.</p>	<p>Throughout exterior.</p> <p>Wiley and Raccine Roads.</p>	\$5,000.00	TBD	Facility Management Review		\$5,000.00	
A.8.2	<p>Exterior Deck:</p> <p>Stair access only is provided.</p> <p>Picnic Tables are not accessible.</p>	A11, A18, A19	<p>Refer to A.7.0</p> <p>Provide a lower, accessible section of deck, with at least one (1) accessible picnic table and/or other accessible seating options.</p> <p>Note: Based on overall size of deck and the extent of the level change, ramp access does not appear to be feasible, unless integrated as part of a new deck in future.</p>	Exterior deck (off of Wiley Road).	<p>\$7,500.00 Cash Allowance</p> <p>\$2,500.00 (Accessible picnic table)</p>	Varies	Facility Management Review		\$10,000.00	
A.8.3	<p>Amenities & Street Furniture:</p> <p>None identified.</p>	A1 to A6, A10, A11	No upgrades required. Coordinate provisions with A.8.1.	Throughout exterior.	NA	Varies	Facility Management Review			
Cost Summary								\$0.00	\$15,000.00	\$0.00
Total Cost A.8.0								\$15,000.00		

SECTION A PHOTOS: EXTERIOR ENVIRONMENTS



A1 On-street parking area, off of Raccine Road / Doombos Lane.



A2 On-street parking area, off of Raccine Road / Doombos Lane.



A3 No separated pedestrian route / public sidewalk is provided.



A4 No separated pedestrian route / public sidewalk is provided.



A5 No separated pedestrian route / public sidewalk is provided.



A6 Approach to main entrance: No separated pedestrian route / public sidewalk is provided.



A7 Raccine Road: Roadway is significantly sloped. No separated, pedestrian sidewalk is provided.



A8 Main entrance is not accessible due to elevation change and high threshold. A heritage display plaque is provided adjacent to main entrance.



A9 Main entrance is not accessible due to elevation change and high threshold.



A10 Overhead building identification signage is mounted on façade but is generally not highly visible.



A11 Adjacent roadway and approach to main entrance and deck has significant slope. Overhead building identification signage is mounted on façade but is generally not highly visible.



A12 Stair access only is provided to exterior deck. Open risers are potential tripping hazard. Handrails are oversized and difficult to grasp. Tread nosings are not high contrast.



A13 Stepped access only is provided to exterior deck. No colour contrasted nosings are provided. Handrail is oversized.



A14 View of exterior deck (top landing of stair).



A15 Stepped access only is provided to exterior deck. No colour contrasted nosings are provided. Handrail is oversized. Open risers are not accessible.



A16 View of exterior deck.



A17 Secondary entrance (side): Stepped access only.



A18 View of exterior deck and picnic tables.



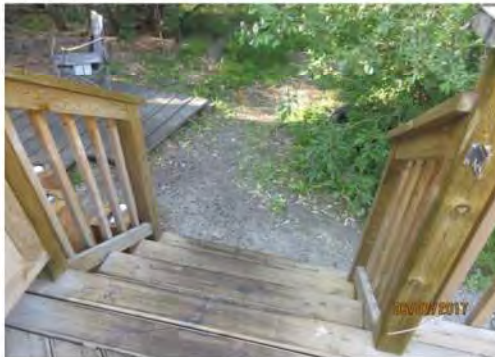
A19 Secondary entrance (side): Stepped access only.



A20 Secondary entrance (side): Stepped access only.



A21 Secondary entrance (side): Stepped access only.



A22 View of exterior staff area: Stepped access only, off of exterior deck.



A23 View of exterior staff area: Stepped access only, off of exterior deck.

SECTION B: INTERIOR ENVIRONMENTS

B.1.0 GENERAL COMMENTS

Interior Environments:

Due to overall conditions of this facility, with limited or no accessibility features provided, the recommended short term focus for upgrades is to provide accessibility to the main dining area as a priority, including upgrades related to main entrance.

The following summary observations were made at the time of the audit:

(a) Generally, features and amenities are typically non-compliant, including main entrance (e.g., high transition/threshold, door hardware, & limited clear width for adjacent path of travel etc.). Overall design is not compliant with current accessible design standards/guidelines and expectations, however, it is also recognized that this facility is unique due to heritage considerations.

(b) Washrooms and staff work areas are not accessible, including Kitchen.

(c) Stepped access only is provided at side entrance to exterior deck.

(d) Overall, additional strategies to accommodate users with varying types of disabilities will need to be considered by the City / Owner, including consideration for addressing customer service issues for users with disabilities in a restaurant context and/or providing staff accommodations (based upon request).



SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.2.0 BUILDING ENTRANCES										
General Comments	Main entrance off of Raccine Road is not accessible, due to high transition / threshold. A side entrance/exit is also provided, off of exterior deck and is not accessible due to elevation of deck (stairs off of Raccine Road), as well as elevation between deck and doorway (steps). This entrance appears to be used primarily by staff and/or customers for washroom use.									
B.2.1	<p>Main Entrance(s): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>High transition at doorway, however, wooden pathway is gently sloped. Clear width of pathway is limited, including at latch side of door for opening/closing. Grating dimensions are too large.</p> <p>Generally, rustic door, type of vision panel and hardware is not accessible.</p> <p>Clear door width of 860 mm or more is provided (890 mm is provided, measured between wooden door jambs on interior side). Increased width is provided at screen door.</p> <p>No power door operator is provided.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B3, B4, B5	<p>Provide pathway at 1500 mm minimum, including level landing at doorway (e.g., increase width of existing or replace). Upgrade grating (or remove existing) to ensure no opening exceeds 13 mm, measured perpendicular to the path of travel.</p> <p>Provide threshold ramp at doorway for accessibility by users of mobility aids. Provide lever or large D-pull door hardware and power door operator (e.g., suitable for door type and wood framing). Mark door with International Symbol of Accessibility (ISA) decal.</p> <p>Consider providing an accessible call bell or assistance notification system (e.g., push button activation, hands free, visual/audible indicators) for users to request additional assistance if required. (Refer to BigBell Alert System as precedent: http://www.inclusionsolutions.com)</p> <p>Note: Due to uniqueness and rustic condition of facility, upgrade related to power door operator may not be feasible. Additionally, review of clear door width should also be made in conjunction with recommended upgrades to ensure maximum clear width is provided and/or it is enhanced if doorway improvements are made, including consideration for lowered vision panel.</p>	Main entrance (front).	\$5,000.00 Cash Allowance.	Varies	Facility Management Review	\$5,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.2.2	<p>General Comments:</p> <p>Multiple steps off of exterior deck results in doorway being inaccessible at this time. Clear width appears to be available and/or potential modifications can be made. It appears doorway may also be kept propped open during regular operating hours (to be validated by facility manager).</p>	B1, B2 A19, A20, A21	<p>No upgrade is recommended at this time.</p> <p>Refer to recommendation A.8.2.</p> <p>Exterior decking is required to be level with doorway for accessibility and/or alternate ramping (which does not appear to be feasible based on overall size of deck).</p>	Secondary entrance (side).	NA	NA	Major Capital Upgrade Consideration			
Cost Summary								\$5,000.00	\$0.00	\$0.00
Total Cost B.2.0								\$5,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.3.0 DINING & KITCHEN AREAS										
B.3.1	<p>Circulation & Seating:</p> <p>Generally, circulation is suitable between tables. A side approach only is available for tables (e.g., knee space below, at one end of table, is obstructed by table supports/legs). Table top surface is mounted at 460 mm high which is suitable.</p> <p>Bench seat height is suitable at 465 mm high but does not have back or arm supports.</p> <p>Note: Lighting appears to be centrally controlled and/or operated by staff only. No operating controls for public were identified.</p>	B6, B7, B9	<p>Provide at least two accessible seating positions at tables (e.g., front and back options). Adapt existing and/or provide new table or alternate accessible seating option(s).</p> <p>Ensure staff at this location are provided with disability awareness / sensitivity training as part of City's / Owner's broader and ongoing staff training initiatives.</p> <p>No Cash Allowance for training of key Staff at this location is provided at this time.</p> <p>Note: Owner to review broader accessibility issues related to customer services in a restaurant context and addressing the needs of users with varying types of disabilities, including whether other options are available (e.g., online ordering / take-out etc.).</p> <p>If required, City should consider providing information re: accessibility conditions online, to assist users with understanding conditions, including areas where full access may not be available. Provide future accommodations as required and based on request.</p>	Dining Area.	\$1,500.00 Cash Allowance	NA	Cash Allowance Recommended	\$1,500.00		
B.3.2	<p>Kitchen:</p> <p>Floor space and circulation is very limited and generally non-compliant. No accessibility features were identified. Only part of the area is accessed by public in order to use washrooms.</p>	B14, B15, B16, B17, B18	<p>Provide staff and customer accommodations based upon request.</p> <p>Consider options for re-locating equipment where possible.</p> <p>No detailed upgrades recommended at this time. Overall, floor space is limited and not available for any expansion and/or to relocate large equipment.</p>	Kitchen & Staff Areas.	NA	NA	Policy / Practice / Procedure Review			
Cost Summary								\$1,500.00	\$0.00	\$0.00
Total Cost B.3.0								\$1,500.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.4.0 INTERIOR CIRCULATION ROUTES & CORRIDORS										
General Comments:	Generally, due to original design and floor space constraints, interior circulation is typically limited, specifically in back-of-house areas (e.g., Kitchen).									
B.4.1	<p>Clear Width:</p> <p>Suitable clear width is provided between dining tables. Generally, "open" floor space and dependent upon level of use/occupancy.</p> <p>Open doorway provides suitable clear width at 1015 mm.</p>	B6, B7, B9, B10	No upgrades recommended at this time.	Dining Area (front).	NA	NA	Facility Management Review			
B.4.2	<p>Elevation Change: Servery</p> <p>Stepped access is provided only for staff work area / servery.</p>	B8	No upgrades recommended at this time. Consider level access if interior renovations / upgrades are considered in future.	Servery (front).	NA	NA	Facility Management Review			
B.4.3	<p>Floor Surfaces:</p> <p>Glare & potential slipping hazards - no major problems identified at time of audit.</p> <p>Wood/vinyl floors have matte surface finish in most areas and are not highly polished. In some areas where vinyl flooring is used, some glare is reflected but it is not considered excessive.</p>	B5, B11, B14	<p>Ensure flooring surfaces are not highly polished in order to prevent potential slipping hazards and problems with glare.</p> <p>Where matting is used, ensure edges are secured (e.g., double-sided adhesive tape, use of weighted mats and/or other measures). Ensure mats are well maintained in order to prevent tripping hazards for all users.</p>	Throughout interior and Dining Area (front).	NA	NA	Maintenance Required			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost B.4.0								\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term

B.5.0 DOORS & DOORWAYS

General Comments	Generally, based on size of facility, this section does not apply as existing doors and doorways are addressed in other sections of this report. Most areas for circulation are not separated by doors. An open doorway separates dining area (front) and Kitchen (rear). Refer to Photo B7.
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Cost Summary	\$0.00	\$0.00	\$0.00
Total Cost B.5.0	\$0.00		

B.6.0 RAMPS

General Comments	None provided at this location.
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Cost Summary	\$0.00	\$0.00	\$0.00
Total Cost B.6.0	\$0.00		

B.7.0 STAIRS & STEPS

General Comments	Stairs and steps that are applicable are addressed in other sections of this report.
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Cost Summary	\$0.00	\$0.00	\$0.00
Total Cost B.7.0	\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.8.0 ELEVATORS, LIFTS & ESCALATORS										
General Comments	None provided at this location.									

Cost Summary	\$0.00	\$0.00	\$0.00
Total Cost B.8.0	\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.0 WASHROOM FACILITIES										
General Comments	<p>Two (2) unisex washrooms are provided and are located in between Dining Area (front) and Kitchen Area (rear).</p> <p>Overall, there does not appear to be any additional space to provide a separate, universal washroom where existing washrooms are provided.</p>									
B.9.1	<p>Provision:</p> <p>No accessible washroom is provided.</p> <p>Interior clear floor space of both washrooms is limited. Entrance door clear width is too narrow at 750 mm.</p> <p>Washroom #1: Interior floor space measured at 1570 wide by 1700 mm depth (+/-).</p>	B11, B12, B13	<p>Combine both existing washrooms to provide a universal washroom. Detailed design and review is required. Renovation may not be considered feasible for this facility.</p> <p>Note: An addition or expansion to the structure appears to be required to accommodate a new washroom.</p> <p>Alternatively, a portable accessible washroom could be a consideration if required and addressed with other accessibility upgrades recommended. This is not a preferred option, however, it is intended to reflect issue that extensive renovation may not be possible and/or there are heritage implications.</p>	Unisex washrooms.	\$20,000.00 Cash Allowance	NA	Major Capital Upgrade Consideration			\$20,000.00
Cost Summary								\$0.00	\$0.00	\$20,000.00
Total Cost B.9.0								\$20,000.00		

SECTION B PHOTOS: INTERIOR ENVIRONMENTS



B1 View of entrance at side, off of exterior deck.



B2 View of entrance at side, off of exterior deck, with stepped entry only.



B3 Approach to main entrance, off of Racine Road, with gently sloped transition.



B4 Main entrance: High threshold and openings for grating are not accessible.



B5 Main entrance: Suitable clear width is provided.



B6 Dining Area: Circulation is suitable for users of mobility aids. No accessible seating position was identified for tables.



B7 Suitable clear width is provided at open doorway between washrooms and dining area.



B8 Servery (front): Stepped access only.



B9 Dining Area: Typical bench seating and tables. No accessible seating positions available at tables (e.g., due to current design).



B10 Suitable clear width is provided at open doorway between washrooms and dining area.



B11 Washroom #1 entrance. Washroom is not accessible. Limited interior clear floor space.



B12 Washroom #2: Washroom is not accessible. Limited interior clear floor space. Entrance doors are too narrow.



B13 Washroom #2 entrance. Washroom is not accessible. Generally, entrance doors are too narrow.



B14 Staff work area behind dining area. Corridor to kitchen and exterior patio.



B15 Staff work area. Corridor to kitchen and exterior patio.



B16 Staff work area. Corridor to kitchen and exterior patio. Clear width is not accessible for users of mobility aids.



B17 View of Storage Area for equipment / supplies.



B18 Staff work area. Corridor to kitchen and exterior patio. Clear width is non-compliant and space is very constrained overall.



Barrier Removal Action Plan Fire Hall

**FOR STAFF REVIEW
D1 - March 2018**

Prepared for:



CITY OF YELLOWKNIFE

Prepared by:



SPH Planning & Consulting Ltd
113 Miranda Avenue
Toronto, ON M6B 3W8

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1.0 INTRODUCTION

This Barrier Removal Action Plan identifies all work and upgrades required to make the **Fire Hall** accessible, meeting the needs of all building users from a 'cross-disability' perspective. The overall goal of this project is to improve the level of accessibility experienced at this location by users with a broad range of disabilities. Accessibility compliance for this building was evaluated based on criteria established within the Ontario Building Code (OBC 2012, Section 3.8, including amendments for 2015), the Canadian Standards Association's "Accessible Design for the Built Environment" (B651-12, revised 2015) design standard, the AODA's Integrated Accessibility Standards Regulations (IASR) "Design of Public Spaces Standards" (Part IV.1, Accessibility Standards for the Built Environment), recognized "best practices" including the **City of Calgary Accessibility Design Standards (2016) / BF Design Guide (2017)**, and the consultant's audit experience.

1.1 Report Organization

The Barrier Removal Action Plan is organized as a spreadsheet, following the headings used to describe a typical "journey sequence" a user might take, which is also used during the auditing process. This allows easy cross-referencing by municipal Staff and Facility Managers responsible for this location. The Action Plan consists of **four (4) Sections**:

- A: Exterior Environments**
- B: Interior Environments**
- C: Building Systems, Controls and Communications**
- D: Special Facilities, Spaces and Environments**

For each Section, detailed recommendations are provided to remove barriers and address any accessibility issues identified during the audit process. Priorities for removing barriers related to specific building elements and the location of barriers are also identified. Finally, estimates for removing barriers, based on the number of units involved or 'quantity', are identified to establish a detailed barrier removal budget for each section. Costing estimates reflect 2017 dollars and the Consultant's experience with similar building types and knowledge of existing pricing in today's construction market. Additionally, cost data for the Canadian construction industry was referenced as required to provide accurate estimates, based on Hanscomb's "Yardsticks for Costing" (current edition).

2.0 ESTABLISHING PRIORITIES

Priorities for barrier removal and prevention are identified based on the Consultant's professional opinion and experience. Generally, priorities reflect a variety of criteria to ensure a cross-disability approach is applied to each barrier removal activity. This approach recognizes that there were different types of barriers identified at this location that affect different types of disabilities. Priorities are important to provide a baseline for strategically removing barriers in the most cost effective ways. Overall, recommendations for barrier removal at this location are based on the following "high, medium and low" priority rating scale:

<p>Priority 1 (Short-Term): Items giving immediate concern for safety or a significant barrier that requires prompt attention. Generally relates to a building code issue as well as actions that have minor cost implications (e.g., temporary obstructions, maintenance issues).</p>	<p>Time period for implementation: 0 to 2 Years</p>
<p>Priority 2 (Medium-Term): Essential items required to provide an acceptable level of access for persons with disabilities, and to be completed within the short term (e.g., highly used items). Generally relates to actions that need to be implemented as soon as it is practical.</p>	<p>Time period for implementation: 3 to 6 Years</p>
<p>Priority 3 (Long-Term): Items of best practice (e.g., Guidelines & CSA) and/or to be implemented when relevant area/element of the building is renovated, maintained, or upgraded. Often refers to actions that require significant structural alterations and construction costs, which would only be possible to implement over a long-term works schedule.</p>	<p>Time period for implementation: 7 to 10 Years</p>

This priority rating scale is designed as a framework only, for assisting with the implementation decision-making process. Overall, this scale should not be viewed as a 'rigid' evaluation tool, recognizing many priorities are very subjective in nature – what may be considered a high priority for removing barriers related to one type of disability may not be seen as a high priority for another type.

3.0 BUDGET SUMMARY

Preliminary budget estimates for this location, itemized for each Accessibility Audit Report Section, are summarized as follows:

Section	Cost
A. Exterior Environments	\$65,250.00
B. Interior Environments	\$274,000.00
C. Building Systems, Controls & Communications	\$350.00
D. Special Facilities, Spaces & Environments	\$22,500.00
Total Cost (All Sections):	\$362,100.00

Preliminary budget estimates for this location, according to priority levels for each Accessibility Audit Section, are summarized as follows:

Section	Priority 1	Priority 2	Priority 3
A. Exterior Environments	\$15,250.00	\$50,000.00	\$0.00
B. Interior Environments	\$18,500.00	\$45,500.00	\$210,000.00
C. Building Systems, Controls & Communications	\$350.00	\$0.00	\$0.00
D. Special Facilities, Spaces & Environments	\$2,500.00	\$20,000.00	\$0.00
Total Cost (By Priority):	\$36,600.00	\$115,500.00	\$210,000.00

4.0 ADDITIONAL COMMENTS

The following Barrier Removal Action Plan provides a detailed overview of accessibility issues to be addressed at this location, individual priorities and preliminary cost estimates for each building or site element reviewed during the audit.

FACILITY AUDIT SUMMARY



CITY OF YELLOWKNIFE

Date of Audit:	July 2017
Name of Auditor(s):	Shane Holten

Facility Information

Name:	Fire Hall
Type:	Emergency Services
Contact Person:	Dave Hurley
Address:	100 Taylor Road
Date of Construction:	Unknown
Number of Floor(s):	2
Gross Floor Area (GFA) or Square Footage:	12,605 SF (1,171 sq. m.)
General Layout & Configuration:	Offices, Meeting/Assembly Rooms, Kitchen and Public Washrooms (Dormitories occupied at time of audit. Truck Bays Not reviewed)

Accessibility Information

Estimated # of Total Parking Spaces:	10 (Staff / Public) / 3 (City / Departmental vehicles)
Number of Accessible Parking Spaces:	0 - None identified through signage or pavement markings
Total # of Entrance(s):	3: 1 Public, 2 Staff (Note: Additional staff entrances/exits are part of Truck Bays)
Total # of Accessible Entrance(s):	0
Number of Public Entrance(s):	1
Number of Staff Entrance(s):	2 (Note: Additional staff entrances/exits are part of Truck Bays)

Fire Hall





















SITE MAPPING + FLOOR PLANS











1. Exterior Mapping: YK Fire Hall
2. Floor Plans: YK Fire Hall

Title:

Legend

-  Site Boundary
-  Building Outline
-  Building Entrance
-  Building Exit
-  Stair or Step(s)
-  Pedestrian Route
-  Parking Lot
-  Accessible Entrance or Exit with Power Door Operator (PDO)
-  Non-Accessible Entrance or Exit
-  Accessible Parking Spaces

-  Reception
-  Elevator / Elevating Devices
-  Ramp
-  Accessible Seating Spaces
-  Emergency Fire Alarm Pull Station
-  First Aid Station
-  Defibrillator Station
-  Fire Extinguisher

-  Men's Washroom
-  Men's Accessible Washroom
-  Men's Accessible Change Room
-  Women's Washroom
-  Women's Accessible Washroom
-  Women's Accessible Change Room
-  Unisex Washroom
-  Unisex Accessible Washroom
-  Unisex Accessible Change Room
-  Change Room / Team Change Room

Prepared by:



Project Name:

Accessibility Audit

Project #:

CoYK-010517

Date:

Sheet:

L-1

Facility:
Fire Hall

Address:
**100 Taylor Rd,
Yellowknife, NT
X1A 2P4**

Title:
Site Plan

Ref North
N.T.S



Prepared by:

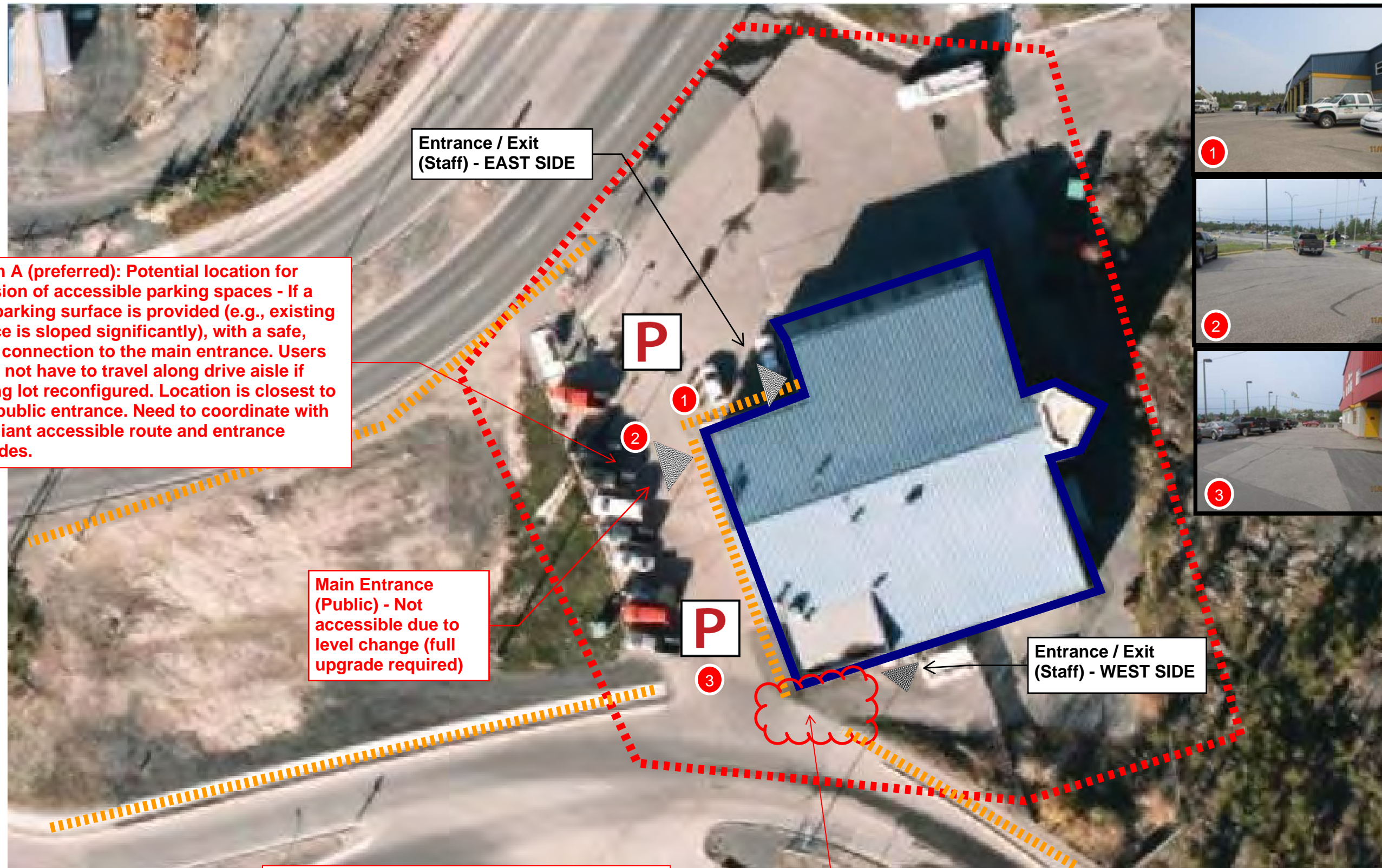


Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:

Sheet:
A-101



Option A (preferred): Potential location for provision of accessible parking spaces - If a level parking surface is provided (e.g., existing surface is sloped significantly), with a safe, direct connection to the main entrance. Users would not have to travel along drive aisle if parking lot reconfigured. Location is closest to main public entrance. Need to coordinate with compliant accessible route and entrance upgrades.

Main Entrance (Public) - Not accessible due to level change (full upgrade required)

Option B: Potential location for provision of accessible parking spaces - level area, with safe, direct connection to pathway leading to main entrance. Users would not have to travel along drive aisle. However, location is not closest to main public entrance.



Facility:
Fire Hall

Address:
**100 Taylor Rd,
Yellowknife, NT
X1A 2P4**

Title:
1st Floor

Ref North
N.T.S



Prepared by:

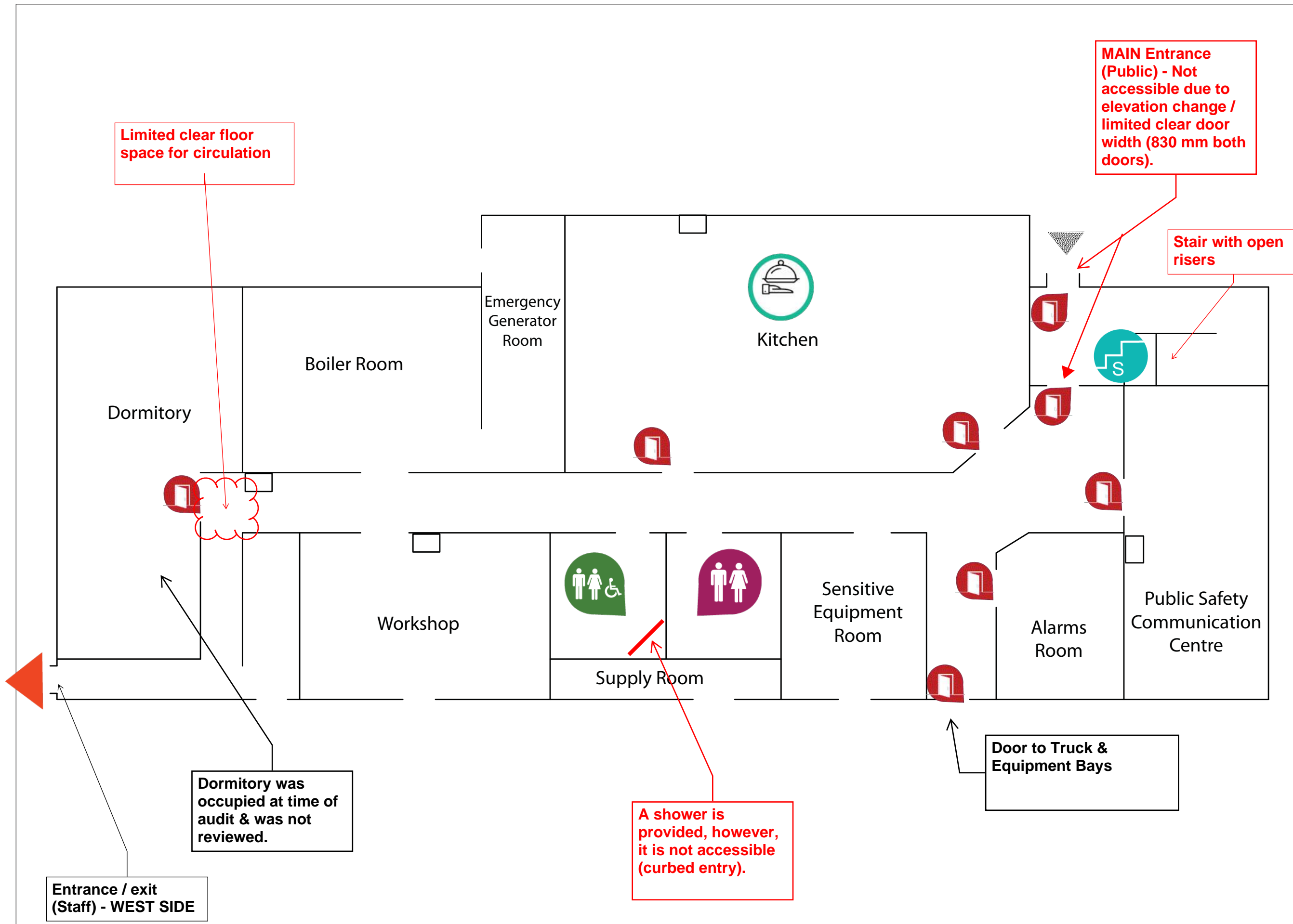


Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:

Sheet:
B-101

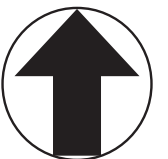


Facility:
Fire Hall

Address:
**100 Taylor Rd,
Yellowknife, NT
X1A 2P4**

Title:
2nd Floor

Ref North
N.T.S



Prepared by:



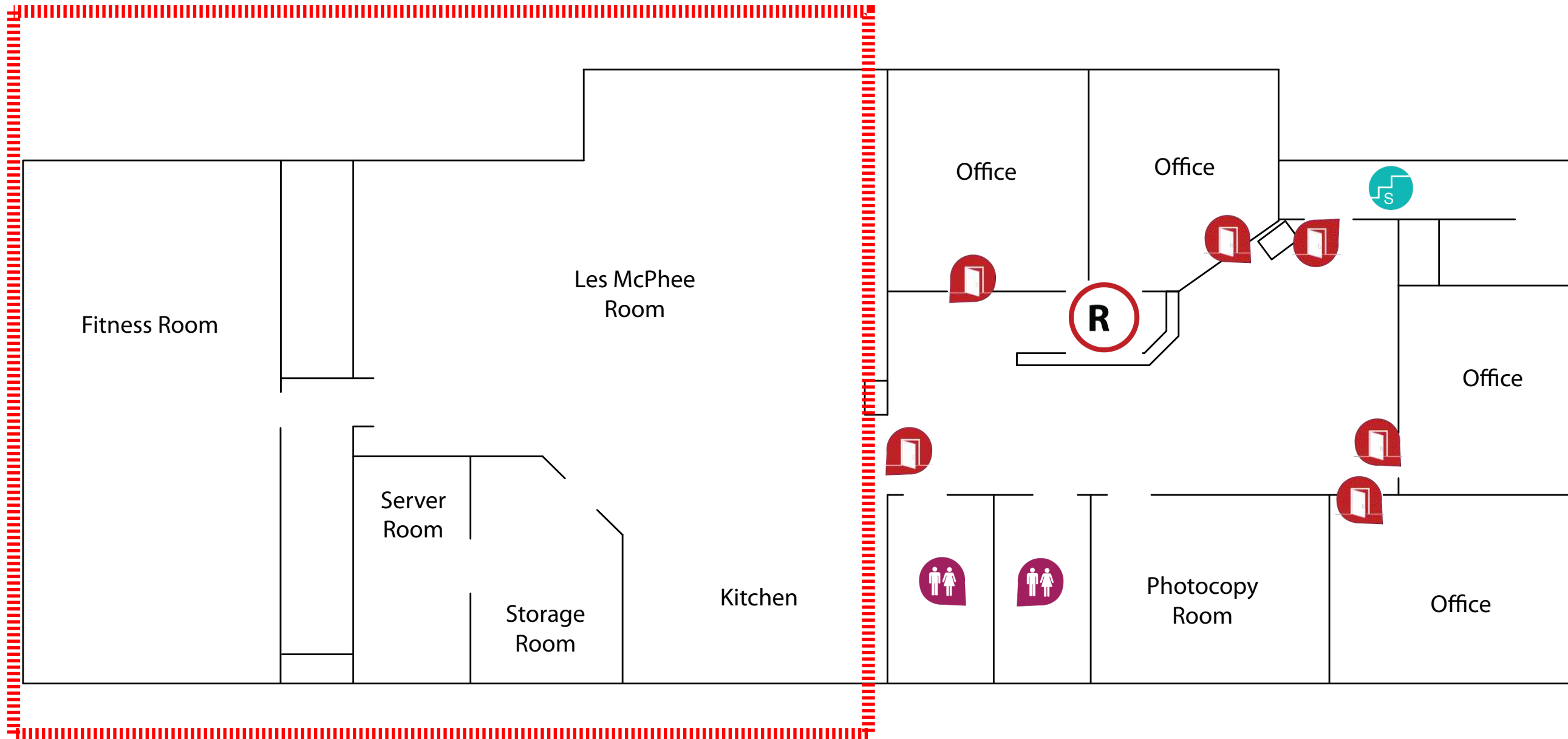
Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:

Sheet:
B-102

Areas were
occupied at time of
audit and not
reviewed



BARRIER REMOVAL ACTION PLAN

Section A: Exterior Environments

Section B: Interior Environments

Section C: Building Systems, Controls & Communications

Section D: Special Facilities, Spaces & Environments

SECTION A: EXTERIOR ENVIRONMENTS

A.1.0 GENERAL COMMENTS

Exterior Environments:

Key elements reviewed in this section include: site and building identification and information signage; parking; exterior pedestrian circulation routes; and street furniture / public amenities.

The following summary observations were made at the time of the audit:

- (a) There are no connected accessible pedestrian routes between site boundaries and existing public sidewalks (e.g., off of Franklin Avenue and Taylor Road). Main entrance is not accessible at this time.
- (b) No accessible parking spaces were identified through signage and/or pavement markings.
- (c) No overhead or Identification signage is provided at main entrance and it may be difficult to locate for some users that are unfamiliar with this facility (e.g., doorway is also recessed). Main entrance is not accessible due to high transition at threshold and elevation change at doorway.
- (d) Generally, no consistent provision of accessible seating or rest areas was identified throughout exterior. However, due to the type of facility and small site, exterior amenities are not expected to be extensive.



SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.2.0 SITE & BUILDING SIGNAGE										
General Comments	<p>Site and building identification signage is prominent, located on corner of site, off of Franklin. (Refer to Photo A2).</p> <p>Colour scheme of exterior façade also makes facility stand out (blue and red).</p>									
A.2.1	<p>Signage:</p> <p>Site and building identification signage provision appears to be suitable (e.g., post mounted LED display, with City logo), but facility may difficult to identify when approaching from different sides (e.g., parking lot entrance, off of Taylor Road where there is limited to no site signage).</p> <p>However, facility is generally highly visible due to exterior colour scheme, prominence of emergency vehicles often outside etc. (Refer to Photo A5).</p> <p>Address identification signage was not identified.</p>	A2, A7	<p>Upgrade is not considered a high priority or immediate need unless exterior renovations are undertaken.</p> <p>Type of signage and provisions can vary significantly, including post-mounted versus facade mounted signage. No cash allowance identified.</p> <p>When upgrading exterior in future, provide new building and site identification signage, that is clearly visible and prominent, viewable when approaching different sides and with full accessibility features integrated.</p> <p>This is beneficial for users who may not be familiar with facility, including tourists.</p>	Various locations, off of Franklin Ave. & Taylor Road.	Varies	Varies	Facility Management Review			
A.2.2	<p>Informational / Directional Signage:</p> <p>No directional signage is provided to identify location of main entrance, when arriving and using Parking Lot (off of Taylor Road).</p> <p>No exterior signage for main entrance is provided. Main entrance may be difficult to locate when approaching off of Taylor Road.</p>	A7, A8, A10, A12	<p>Consider installing identification/directional signage to guide users to location of entrance from public sidewalks, site perimeter and vehicle entry point(s) to parking areas.</p> <p>A preliminary cash allowance is identified, to provide new signage for main entrance. To be coordinated with upgrades recommended in Section B.2.0.</p>	<p>Parking Lot entrance (Taylor Road).</p> <p>Main entrance (north side).</p>	Varies	Varies	Maintenance Required			

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.2.3	<p>Lighting:</p> <p>Daytime lighting conditions were reviewed only. Generally, lighting fixtures appear to be provided as part of exterior façade and / or canopy.</p>		<p>Validate illumination of exterior signage during night-time conditions. To be conducted by Facility Manager.</p> <p>Coordinate with Action C.2.1.</p>	Throughout exterior.	Allow \$250.00 for external review	See Action C.2.1.	Facility Management Review	\$250.00		
Cost Summary								\$250.00	\$0.00	\$0.00
Total Cost A.2.0								\$250.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.3.0 PUBLIC TRANSPORTATION - TRANSIT STOPS & SHELTERS										
A.3.1	Not applicable. Not part of the scope of this project.									
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost A.3.0								\$0.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.4.0 PARKING & PASSENGER LOADING ZONES										
General Comments	<p>Two (2) parking areas were identified:</p> <p>(1) parking for City / Departmental vehicles (east side, front of building). Estimated total number of spaces is three (3). Additional spaces (2 to 3) may be available but are not clearly marked; and (2) parking for staff (e.g., private vehicles) and public (north side of building). Estimated total number of spaces is ten (10). No signage is provided to differentiate between staff and public parking.</p> <p>No accessible parking spaces are provided.</p>									
A.4.1	<p>Provision & Design:</p> <p>No accessible spaces are provided (e.g., through post-mounted signage, pavement markings, access aisle provision and other signage).</p> <p>Note: At time of audit, main entrance was also not accessible.</p> <p>Existing asphalt appeared to show some disrepair and uneven surfaces.</p>	A4, A5, A6, A10, A22, A27	<p>Provide at least one, designated accessible parking space. Two accessible parking spaces preferred, with shared access aisle. To be coordinated with entrance upgrades (Refer to Section B.2.0).</p> <p>With some areas of parking lot significantly sloped (e.g., adjacent to main entrance, Refer to Photo A6), providing accessible spaces further away from main entrance on a level area may be required (Refer to Photo A9).</p> <p>Refer to Site Plan Mapping for additional comments and options.</p> <p>Additional Comments:</p> <ol style="list-style-type: none"> 1. Link any new access aisles of accessible parking spaces to a clearly marked, safe, and continuous accessible route with level transitions as required leading to main entrance. 2. An access aisle and pedestrian route located at the front of accessible spaces should be provided to allow users to travel in front of parking spaces and not behind them. 	<p>Parking Lot, north side.</p> <p>Refer to Site Plan Mapping</p>	\$5,000.00	Varies	Detailed Study Required	\$5,000.00		
Cost Summary								\$5,000.00	\$0.00	\$0.00
Total Cost A.4.0								\$5,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.5.0 EXTERIOR PEDESTRIAN ROUTES										
General Comments	Exterior pedestrians routes are provided at site boundaries, along Franklin Avenue (Refer to Photos A1, A2, A3) and Taylor Road (Refer to Photos A7 & A8). No accessible pedestrian routes are provided that are directly linked to these routes at the site boundary, as pedestrians would have to travel along drive aisles.									
A.5.1	<p>General Provision:</p> <p>No clearly separated public sidewalk / route is provided and/or linked to main entrance, off of Franklin Ave.</p> <p>Existing transition is not designed as a formal accessible curb ramp. No tactile warning surface indicator is provided. Drive aisles are not marked.</p> <p>Note: Existing area designated as Muster Point (adjacent to staff / visitor parking area) could be reconfigured to provide partial accessible route. However, there appears to be significant level change(s).</p>	A1, A2, A3, A6, A27	<p>Coordinate re-design and provision of clearly separated/marked public accessible route from site perimeter with future renovations (e.g., other parking lot / entrance upgrades, if implemented).</p> <p>Detailed review and design is required to identify provision of a new public sidewalk (e.g., concrete). Curb ramps and tactile walking surface indicators etc., may also be required, where there are level changes.</p> <p>No cash allowance is identified at this time for full pedestrian route upgrades to address accessibility. An optional cash allowance for preliminary design is provided.</p> <p>Cash allowance for two (2) formal curb ramps (e.g., modification of existing), including suitable transitions, with TWSI and marking of drive aisle.</p>	Approach, off of Franklin Ave.	<p>\$10,000.00</p> <p>To be determined (full upgrade)</p> <p>\$10,000.00 Cash Allowance (curb ramps)</p>	Varies	Detailed Study Required	\$10,000.00	\$10,000.00	
A.5.2	<p>General Provision:</p> <p>No clearly separated public sidewalk / route is provided linked to main entrance, off of Taylor Road.</p> <p>Existing transition is not designed as a formal accessible curb ramp. No tactile warning surface indicator is provided. Drive aisles are not marked.</p>	A7, A8, A10	<p>Coordinate with Study, A.5.1.</p> <p>Cash allowance for two (2) formal curb ramps (e.g., modification of existing), including suitable transitions, with TWSI and marking of drive aisle.</p>	Approach, off of Taylor Road.	<p>To be determined (full upgrade)</p> <p>\$10,000.00 Cash Allowance (curb ramps)</p>	Varies	Detailed Study Required		\$10,000.00	

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.5.3	<p>Concrete walkway: Running & Cross-slopes</p> <p>Typical running slope is suitable, less than 5%. Cross-slopes are non-compliant in multiple areas, exceeding 2%.</p> <p>Limited clear width of surface where walkway changes directions. No connected pedestrian accessible route between entrance area and parking, as well as site boundaries. Route towards Taylor Road ends prior to connecting with existing public sidewalk at site perimeter.</p>	A6 A12 to A24	<p>Coordinate with Study, A.5.1.</p> <p>A cash allowance is identified, intended to cover partial costs related to upgrading the concrete surfaces and providing an accessible route to/from main entrance to proposed accessible parking options, as well as a level transition at main entrance. Widening of existing concrete surface is required. Upgrade is dependent upon location of proposed accessible parking and overall re-design of exterior area adjacent to main entrance.</p> <p>This also needs coordination with upgrades recommended for main entrance which is currently not accessible. Refer to B.2.0.</p> <p>Note: Existing pedestrian route to staff entrance/exit is generally suitable and is not a high priority for upgrading since this entrance is not accessible and/or designated for public use.</p>	Approach, main entrance.	\$25,000.00 Cash Allowance	Varies	Major Capital Upgrade Consideration		\$25,000.00	
Cost Summary								\$10,000.00	\$45,000.00	\$0.00
Total Cost A.5.0								\$55,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.6.0 RAMPS										
A.6.1	Not applicable. No exterior ramps are provided at this location.									
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost A.6.0								\$0.00		

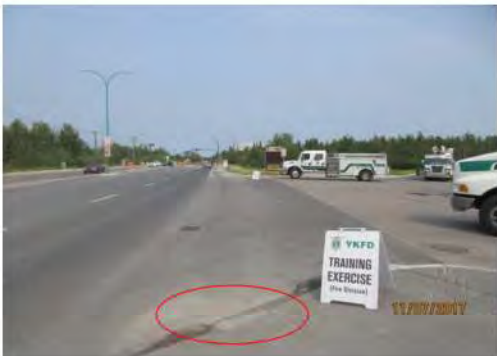
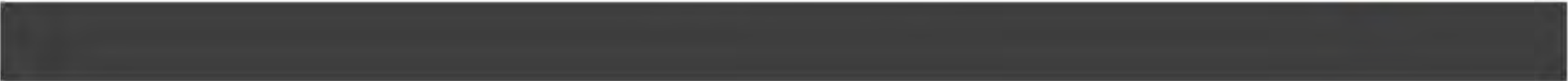
SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)			
								P1 Short-Term	P2 Medium-Term	P3 Long-Term	
A.7.0 STAIRS & STEPS											
A.7.1	Not applicable at this location. No stairs or steps identified throughout exterior.										
								Cost Summary	\$0.00	\$0.00	\$0.00
								Total Cost A.7.0	\$0.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.8.0 EXTERIOR AMENITIES & STREET FURNITURE										
A.8.1	<p>Seating & Rest Areas:</p> <p>No accessible seating and rest areas were identified.</p>		<p>Coordinate with A.5.1 and related upgrades to pedestrian routes for main entrance, parking lot and site perimeter linkages.</p> <p>Providing a bench/rest area adjacent to proposed accessible parking spaces could be considered and/or adjacent to main entrance area, if coordinated with other exterior upgrades.</p> <p>A preliminary cash allowance is recommended.</p> <p>To be reviewed by City and Facility Management.</p> <p>Notes:</p> <p>There is limited to no landscaped areas at this location. Travel distance for users of mobility aids is very short from site perimeter (front and rear). Consideration for additional accessible seating and rest area options may be needed, depending upon expected level of public use related to site.</p>	Main entrance area.	\$2,500.00	2	Cash Allowance Recommended		\$5,000.00	
A.8.2	<p>Amenities & Street Furniture:</p> <p>None identified.</p>		No upgrades required.	Throughout exterior.	NA	Varies	Facility Management Review			
Cost Summary								\$0.00	\$5,000.00	\$0.00
Total Cost A.8.0								\$5,000.00		

SECTION A PHOTOS: EXTERIOR ENVIRONMENTS



A1 Franklin Avenue: Intersection of public sidewalk and entrance driveway. No Tactile walking surface indicators provided. Curb ramp transition is non-compliant. Drive aisle is not marked.



A2 Franklin Avenue: Facility Identification Signage.



A3 Franklin Avenue: Pubic sidewalk (north east side of site).



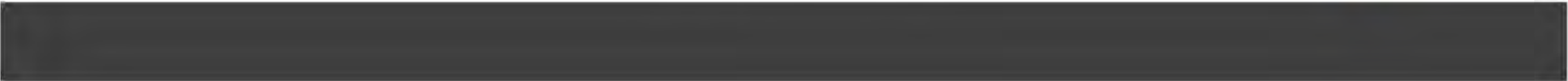
A4 View of drive aisle and parking area for staff and service vehicles (north east side of site).



A5 Public and staff parking lot, north side of site. No accessible parking spaces identified.



A6 Site is significantly sloped at north east side of site.



A7 Taylor Road, public sidewalk, west side of site. No compliant curb ramp and no linked, accessible route to main entrance. No tactile warning surface indicator is provided. No site signage and / or parking lot identification signage.



A8 Taylor Road, intersection of public sidewalk and driveway to parking lot: Drive aisle is not marked. no linked, accessible route to main entrance.



A9 View of staff entrance / exit, west side of site. Appears to be used primarily as an exit. This area may be consideration for provision of new accessible parking space(s).



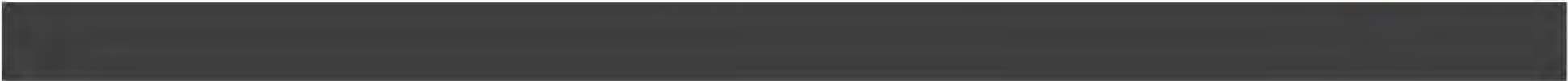
A10 View from Taylor Road: Approach to main entrance. No separated or marked accessible pedestrian route is provided.



A11 Emergency Generator Room: Stepped exit / entry.



A12 Main entrance: No accessibility features identified.



A13 Approach to main entrance, from parking areas.



A14 Main entrance area: Running slope is suitable at 2.4%.



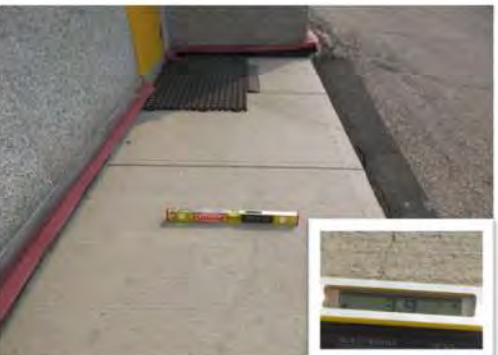
A15 Main Entrance: Stepped access only. Ramped threshold is in disrepair.



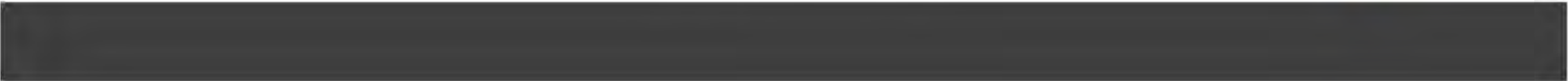
A16 Main entrance area: Considerable slope at transition between sidewalk and drive aisle.



A17 Considerable slope of 18.7%, at transition between drive aisle and sidewalk at main entrance, when approaching for parking lot.



A18 Main entrance area: Cross slope is steep and non-compliant for an accessible route at 3.9%.



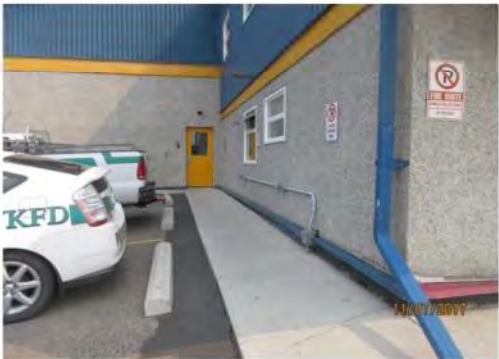
A19 Main entrance area: Running slope of sidewalk is suitable at 2.8%.



A20 Main entrance area: Eave trough obstructs clear width and is a potential tripping hazard.



A21 Main entrance area: Considerable slope at transition between sidewalk and drive aisle at 10.4%.



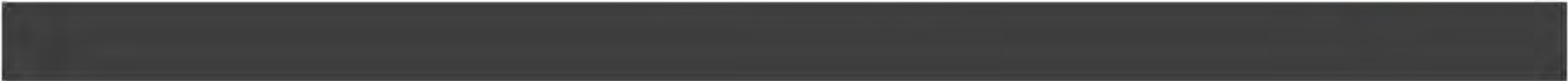
A22 View of approach to garages / truck bays & staff entrance/exit (east side) from parking areas.



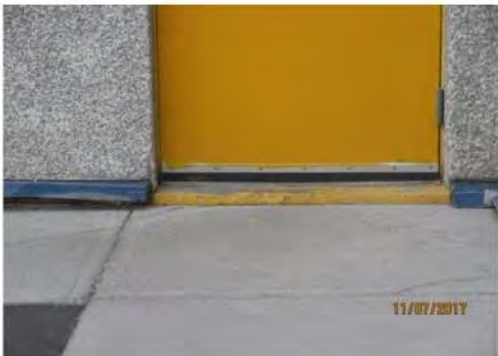
A23 Approach to staff entrance / exit (east side): Cross-slope too steep at 4.2%.



A24 Approach to staff entrance / exit (east side): Running slope is suitable at 1.2%.



A25 Approach to Garage entrance, from north side of site.



A26 Garage Entrance (south east corner): Stepped access only. No accessibility features identified.



A27 View of facility from public sidewalk and approach (north east side).

SECTION B: INTERIOR ENVIRONMENTS

B.1.0 GENERAL COMMENTS

Interior Environments:

Due to overall conditions of this facility, with limited or no accessibility features provided, as well as limited public use, the recommended short term focus for upgrades is to provide accessibility for the public on the main floor, including public washrooms. Detailed review and design is required to address accessibility in terms of upgrades related to the 2nd floor.

The following summary observations were made at the time of the audit:

- (a) Operations Services are currently provided on 1st floor. Administrative Services are provided on 2nd floor, including main reception desk. Existing call assist system in main entrance is not accessible, recognizing main entrance is not accessible. No elevator or lift is provided for access to the 2nd floor. Generally, detailed design and review is required to validate options for the provision of upgrades related to elevator.
- (b) Based on the size of this facility, there are generally a limited number of circulation routes and corridors. Interior Truck Bays and Equipment Areas were not reviewed and were not identified on floor plans. Key public and Staff areas were the focus of the audit.
- (c) Staff & public washrooms, including interior design, features and amenities are intended to be accessible, however, design does not meet current accessibility requirements and expectations. At least one accessible washroom should be upgraded on 1st floor, as identified in this report, for both public and staff use.
- (d) Overall, additional strategies to accommodate users with varying types of disabilities will need to be considered by the City, including consideration for addressing the needs of staff for unique spaces (e.g., based on any requests for accommodations in future), which may include dormitory and kitchen, for example.



SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.2.0 BUILDING ENTRANCES										
General Comments	<p>Main public entrance is not accessible due to elevation change and limited clear door width (exterior/interior vestibule doors). Running and cross-slope of adjacent pedestrian routes leading to main entrance are non-compliant.</p> <p>Based on size of facility and overall limited level of public use, accessibility upgrades would need coordination and are typically focused on 1st floor since no elevator access is provided to 2nd floor at this time.</p>									
B.2.1	<p>Main Entrance (Public): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Entrance is not identified as accessible through signage. 80 mm high transition at threshold is non-compliant. Matting is in significant disrepair.</p> <p>Exterior & Interior Vestibule Doors: 830 mm clear door width is suitable for an existing condition, but is limited, especially for users of wheeled mobility aids. Exterior door vision panel too high, with none provided on interior door.</p> <p>Exterior call assist push button too high at 1282 mm. Interior vestibule door bell too high at 1500 mm.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B1, B2, B3, B4, B21, B22	<p>Full upgrade to entrance (exterior & interior vestibule doors) recommended for accessibility, including following summary of key upgrades:</p> <ol style="list-style-type: none"> 1. Provision of level transition / threshold. 2. Clear door width of 860 mm minimum, with power door operator (exterior and interior vestibule doors). Mark with International Symbol of Accessibility and provide large push-plate power door operator hardware. 3. New accessible exterior / interior call assist systems and/or door bell (e.g., hands-free, with visual & audible notification for users with hearing/vision loss). Provide accessible security card reader (as required, 1100 mm high max). 4. Exterior identification signage, with required accessibility features. <p>Detailed review and design is recommended to address full accessible design compliance for all required elements.</p> <p>Coordinate with required upgrades for exterior pedestrian routes adjacent to main public entrance.</p>	Main entrance (public).	\$30,000.00 Cash Allowance	2 Doorways (Vestibule)	Facility Management Review		\$30,000.00	

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.3.0 MAIN RECEPTION AREAS & LOBBIES										
General Comments	No elevator is currently provided for access to 2nd floor, where Administrative Offices and the main reception desk is currently located. Generally, no accessible design features were identified on 2nd floor.									
B.3.1	<p>Reception:</p> <p>No lowered section of transaction counter is provided, with top surface mounted at 1100 mm +/-).</p> <p>No assistive listening device (ALD) identified through signage, for users with hearing loss.</p>	B11, B12	<p>Refer to B.2.1 re: upgrades related to call assist system which should be connected to main reception when activated.</p> <p>Future upgrade recommendations, to be coordinated with elevator access and/or provision:</p> <ol style="list-style-type: none"> 1. Provide lowered accessible reception counter (public & staff sides). 2. Install counter loop when upgrading counter and provide lower speaker port. <p>Note: Alternatively, if main entrance upgrades implemented, coordinate provision of accessible reception desk and related amenities on 1st floor.</p>	Reception, 2nd floor.	\$10,000.00 Cash Allowance (e.g., Lower counter, ALD System etc.)	NA	Cash Allowance Recommended			\$10,000.00
B.3.2	<p>Floor Surfaces:</p> <p>No problems identified with vinyl / polished concrete flooring surfaces at the time of audit. Floor reflects some glare but it is not considered excessive.</p>	B21 to B25 B28 to B32	<p>Ensure flooring conditions are routinely monitored and maintained (e.g., matting provided and inspected) in order to prevent any potential slipping and tripping hazards. Ensure flooring surface is not highly polished and that a matte finish is maintained.</p>	Main entrance (public); Entrance vestibule; Central corridor, 1st floor.	NA	NA	Maintenance Required			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.3.3	<p>Display Boards, Awareness & Alternate Formats:</p> <p>Some information and/or postings are mounted too high, above 1100 mm and most information is not legible for users of wheeled mobility aids due to mounting height.</p>	B6, B7, B8, B9	<p>As part of future upgrades, lower postings and/or provide key information at accessible height.</p> <p>Ensure posted information addresses accessibility issues for communications / print documentation etc.</p> <p>Provide all priority information and/or brochures to be displayed at accessible height and lower eye / reach level.</p> <p>Ensure staff at this location are provided with disability awareness / sensitivity training as part of City's broader and ongoing staff training initiatives. No Cash Allowance for training of key Staff at this location is provided at this time.</p>	Main entrance (public).	NA	1 (Ongoing Training Modules)	Staff Training / Awareness			
			<p>If required, City should consider providing information re: accessibility conditions online, to assist users with understanding conditions, including areas where full access may not be available (e.g., 2nd floor). Provide future accommodations as required and based on request.</p>	Website.	Internal	Coordinate with Ongoing website upgrades.	Policy / Practice / Procedure Review			
Cost Summary								\$0.00	\$0.00	\$10,000.00
Total Cost B.3.0								\$10,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.4.0 INTERIOR CIRCULATION ROUTES & CORRIDORS										
General Comments:	Based on the size of this facility, there are generally a limited number of circulation routes and corridors. A central corridor runs between dispatch offices and the dormitory on the 1st floor. On the 2nd floor, there is a central corridor that runs between the administrative offices and the Les McPhee Room / Fitness Room, however, this area was occupied at the time of the audit and was not reviewed based on request by staff.									
B.4.1	<p>Clear Width:</p> <p>Main circulation corridor provides suitable clear width at 1167 to 1325 mm (where sampled). Corridor to Apparatus Room / Truck Bay is 1791 mm clear width.</p> <p>No major problems identified, with corridor kept clear of obstructions.</p> <p>However, clear turning space is for users of mobility aids is only available at one end, adjacent to entrance lobby.</p>	B25, B29, B31, B32	<p>No upgrades required.</p> <p>Note: Major interior structural retrofits would be required, including changing interior room and space layouts in order to address provision of clear turning areas at various locations.</p>	Central corridor, 1st floor.	NA	NA				
B.4.2	<p>Clear Width:</p> <p>Clear width is reduced to only 951 mm at one location at end of corridor, which is problematic for users of mobility aids.</p>	B28, B29, B30	Refer to B.4.1.	Central corridor, 1st floor.	NA	NA				

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.4.3	<p>Floor Surfaces:</p> <p>Glare & potential slipping hazards - no major problems identified at time of audit.</p> <p>Floors have painted, matte surface finish in some areas (e.g., entrance vestibule) and are not highly polished. In some areas where vinyl flooring / painted concrete is used, some glare is reflected but it is not considered excessive.</p>	<p>B21 to B25</p> <p>B28 to B32</p>	<p>Ensure flooring surfaces are not highly polished in order to prevent potential slipping hazards and problems with glare.</p> <p>Where paint has faded/chipped, assumed it is repaired on an ongoing basis as part of maintenance.</p> <p>Where matting is used, ensure edges are secured (e.g., double-sided adhesive tape, use of weighted mats and/or other measures). Ensure mats are well maintained in order to prevent tripping hazards for all users.</p>	<p>Entrance vestibule; Central corridor, 1st floor.</p>	NA	NA	Maintenance Required			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost B.4.0								\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.5.0 DOORS & DOORWAYS										
General Comments	<p>Entrance door to Reception, from central stair on 2nd floor, has limited / non-compliant clear door width at 831 mm. However, access is not required at this time with no elevator provision. To be reviewed as part future upgrades and/or extensive renovations (if applicable).</p> <p>Additional doors related to other spaces such as Offices are addressed in Section D of this report.</p> <p>Due to overall conditions of facility, with limited or no accessibility features provided, the recommended short term priority for upgrades is to provide accessibility for visitors on the 1st floor and to provide accommodations for staff and visitors based upon request (e.g., other locations may need to be used for public meetings etc).</p>									
B.5.1	<p>Circulation Door: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Knob door hardware is not accessible. Clear door width was not measured, however, it appears limited and non-compliant at less than 810 mm.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B26	<p>No upgrades required.</p> <p>This circulation door is not considered a high priority since it is primarily used by staff and leads to Truck Bays.</p> <p>A preliminary cash allowance is identified, but not carried as part of final budget.</p>	Entrance to Apparatus / Truck Bays, 1st floor.	\$10,000.00 ea. (full door upgrade, incl. option for power door operator)	1	Major Capital Upgrade Consideration			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.5.2	<p>Entrance Door: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Lever door hardware is accessible. Clear door width was not measured (Room was occupied at time of audit), however, it appears limited and non-compliant at less than 840 mm. Corridor clear width adjacent is also very limited and problematic.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B30	<p>No upgrades required. A preliminary cash allowance is identified, but not carried as part of final budget.</p> <p>Provide increased clear width at entrance, when space is upgraded in future or prioritize based on requested staff / public accommodations, including power door operator provisions.</p> <p>Costing includes removal of existing door and frame, widening of door opening, provision of new door frame, new power door operator/signage, remedial work to walls (drywall & painting).</p> <p>Additional design review is required for addressing limited clear floor space in adjacent corridor and whether expansion is required that may impact other spaces and configuration.</p> <p>Long Term Planning: Establish a "Door Upgrade Program" based on prioritization of doorways (e.g., clear width / hardware/ vision panels / power door operator provision).</p>	Main Entrance, Dormitory, 1st floor.	\$10,000.00 ea. (full door upgrade, incl. option for power door operator)	1	Major Capital Upgrade Consideration			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost B.5.0								\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)			
								P1 Short-Term	P2 Medium-Term	P3 Long-Term	
B.6.0 RAMPS											
General Comments	This section does not apply. No interior ramps are provided at this location.										
								Cost Summary	\$0.00	\$0.00	\$0.00
								Total Cost B.6.0	\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.7.0 STAIRS & STEPS										
General Comments	Handrail height of 880 mm, with tread depth of 285 mm and riser height of 190 mm is typical and suitable (Central stair, adjacent to main public entrance).									
B.7.1	Treads & Risers: Open risers are not accessible as they are a potential tripping hazard. Tread depth at 285 mm, with riser height of 190 mm.	B17, B18, B19, B20	Install tread riser kick/toe plates and/or upgrade with fully closed tread risers. Review all stair requirements at time of implementation including handrail extensions. Note: Based on limited public use, provision does not appear to be a high priority.	Stairs: Entrance Lobby.	\$7,500.00 Cash Allowance	30 +/- Risers	Facility Management Review		\$7,500.00	
B.7.2	Handrail Provision: Typically provided on both sides. No extensions are provided on both sides (top & bottom). However, space does not appear to be available for extensions at bottom without resulting in projection hazards. Handrails have strong colour contrast (e.g., dark blue against lighter wall colour). Grasping dimension is suitable (40 mm).	B15, B16, B17, B18, B19, B20	No upgrade recommended. Based on limited public use and existing design constraint, provision of handrail extensions (both sides) does not appear to be feasible. Review and coordinate with B.7.1. Note: A re-design and replacement of central stair appears to be required to address requirements for full handrail extensions (top & bottom), recognizing there is no existing wall space for mounting without handrails projecting into adjacent pedestrian routes.	Stairs: Entrance Lobby.	NA	NA	Facility Management Review			
B.7.3	Tread Nosings: Colour contrast (e.g., grey coloured strips on dark blue tread surface, 65 mm width +/-, typical) is suitable. Tread surfaces and nosings are in excellent condition.	B17, B18, B19	No upgrade required. Monitor conditions as part of ongoing maintenance.	Stairs: Entrance Lobby.	NA	3	Maintenance Required			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.7.4	Tactile Warning Surface Indicators (TWSI): None provided.	B16	Install TWSI at top landing. Note: Based on limited public use, provision does not appear to be a high priority.	Stairs: Entrance Lobby.	\$1,500.00 ea.	1			\$1,500.00	
							Cost Summary	\$0.00	\$9,000.00	\$0.00
							Total Cost B.7.0	\$9,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.8.0 ELEVATORS, LIFTS & ESCALATORS										
B.8.1	Elevator Provision: Currently, no elevator access is provided between both floor levels.		Conduct feasibility study / analysis to determine feasibility of upgrades to all areas of this facility, including elevator provision. This would then determine options for other required accessibility upgrades (e.g., washrooms, dormitory, offices etc.).	Throughout interior.	\$10,000.00 Cash Allowance (study)	NA	Detailed Study Required	\$10,000.00		
B.8.2	Elevator Provision: No elevator is provided at this location to access 2nd floor.		Consider installation of a full size elevator or alternatively, an accessible lift (if required due to structural or space constraints), to provide access to the upper floor and amenities. This can be coordinated if major capital renovations are being considered to make the Fire Hall fully accessible (e.g., through future expansion or additions etc.). Suitable space will have to be located for elevator. Space appears to be available off of main entrance area for an addition/extension. Detailed design and review is required to determine additional upgrades and costing that may be required (e.g., addition to main entrance or further renovation/expansion). Note: Based on size, level of public use and type of facility, this upgrade may not be considered feasible or a high priority. Upgrades to amenities provided on the main level are considered a higher priority, to be coordinated with exterior and entrance upgrades.	Interior.	\$200,000.00 Cash Allowance (minimum) Detailed study and design required.	1	Major Capital Upgrade Consideration			\$200,000.00
Cost Summary								\$10,000.00	\$0.00	\$200,000.00
Total Cost B.8.0								\$210,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.0 WASHROOM FACILITIES										
General Comments	<p>Two unisex washrooms are provided on the 2nd floor. No elevator access is provided to 2nd floor. (Refer to Photos B33 to B36)</p> <p>Two, unisex washrooms are provided (1st floor). One unisex washroom is identified as accessible through door mounted signage at entrance, which also includes the International Symbol of Accessibility. Unisex accessible washroom is for staff and public use. The additional unisex washroom is not accessible, as identified by door signage.</p>									
B.9.1	<p>Entrance: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Entrance door clear width is suitable at 840 mm for an existing condition. Lever door hardware is accessible.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice..</p>	B37	<p>Provide a power door operator with suitable controls.</p> <p>Provide accessible (e.g., braille/tactile) wall mounted identification signage at latch side of door, with ISA symbol.</p> <p>Long Term: Remove entrance door to provide increased clear door width to 860 mm (min).</p> <p>Note: Accessible washroom upgrades to be coordinated with other required exterior & entrance upgrades for facility as a whole.</p>	Unisex accessible, 1st floor.	<p>\$10,000.00 Cash Allowance (full retrofit)</p> <p>\$3,500.00 (PDO)</p>	NA	Facility Management Review	\$3,500.00	\$6,500.00	
B.9.2	<p>Interior Circulation:</p> <p>Clear turning circle (open space) of 1500 mm is provided. Shower stall encroaches into additional clear turning space that is potentially available (e.g., 1700 mm + is recommended).</p>	B40	<p>No immediate upgrades required.</p> <p>Refer to B.9.3 for additional considerations.</p>	Unisex accessible, 1st floor.	NA	NA				

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.3	<p>Shower Stall:</p> <p>Curbed entry is not accessible and shower stall floor space is too small. No accessibility features identified.</p>	B39, B40	<p>Optional: Remove shower stall to provide enhanced floor space (e.g., 1700 mm clear turning circle) for circulation by users of mobility aids.</p> <p>A preliminary cash allowance is identified, but not carried as part of final budget.</p> <p>Alternatively, conduct detailed design and review to determine feasibility of converting space into a wetroom with provision of an accessible roll in, curbless shower stall as part of existing washroom.</p>	Unisex accessible, 1st floor.	\$10,000.00 (minimum) Cash Allowance	Varies	Detailed Study Required			
B.9.4	<p>Interior Amenities: Water Closet & Lavatory:</p> <p>Paper towel dispenser is mounted too high at 1216 mm and control is not accessible.</p> <p>Toilet: Flush control not on transfer side. No seat cover/lid is provided for support. Seat height at 480 mm, with 1062 mm clear transfer space at side, which is suitable. Rear grab bar suitable at 908 mm high, centred, 600 mm length. Side grab bar is not L-shaped.</p> <p>Lavatory: Soap dispenser too high at 1300 mm +. No pipe protection below. Matting below is an obstruction. Auto sensor faucet provided, with suitable knee space clearance below. Top surface at 836 mm high, with knee space 680 mm high by 900 mm width etc., is suitable. Lower edge of mirror at 932 mm is suitable.</p>	B40, B41	<p>Provide pipe protection below lavatory.</p> <p>Lower soap dispenser and ensure within 610 mm from edge of lavatory for reach.</p> <p>Provide secured matting with beveled edge (13 mm max height).</p> <p>Provide automatic hand dryer (preferred) or accessible paper towel dispenser.</p> <p>At toilet, provide auto flush sensor and/or lever flush handle on transfer side of toilet. Provide seat cover/lid. Provide L-shaped grab bar at side of toilet and coordinate with new toilet paper dispenser (if required).</p> <p>Provide at least one lowered clothes hook, 1100 mm high preferred.</p>	Unisex accessible, 1st floor.	\$5,000.00 Cash Allowance	Varies		\$5,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.5	<p>Entrance: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear width is only 833 mm, but suitable for an existing condition. Knob door hardware is not accessible.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B42	<p>No upgrades required since an accessible washroom is provided adjacent.</p> <p>Refer to recommendations for unisex accessible washroom.</p> <p>Refer to Section C, for signage recommendations.</p>	Unisex, 1st floor.	NA	NA	Facility Management Review			
B.9.6	<p>Entrance: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Entrance door clear width is suitable at 840 mm for an existing condition. Knob door hardware is not accessible.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B33 to B36	<p>No upgrades required. No elevator access is provided to 2nd floor.</p> <p>A preliminary cash allowance is identified but not carried as part of final budget.</p> <p>Detailed design and review is required to determine additional upgrades and costing that may be required (e.g., addition to main entrance or further renovation/expansion).</p> <p>Future upgrade recommendations, to be coordinated with elevator access and/or provision:</p> <ol style="list-style-type: none"> 1. Provision of at least one universal washroom on 2nd floor. 2. Entrance to provide clear door width of 860 mm (minimum). <p>Note: Existing washroom dimensions are 1836 mm wide by 3030 mm depth.</p>	Washrooms, 2nd floor.	\$30,000.00 ea. Cash Allowance	1 (minimum)	Major Capital Upgrade Consideration			
Cost Summary								\$8,500.00	\$6,500.00	\$0.00
Total Cost B.9.0								\$15,000.00		

SECTION B PHOTOS: INTERIOR ENVIRONMENTS



B1 Main entrance (north side): Not accessible due to step, door clear width, glazing and hardware design.



B2 Main entrance (north side): Stepped entry only, due to high threshold. Entrance is not accessible.



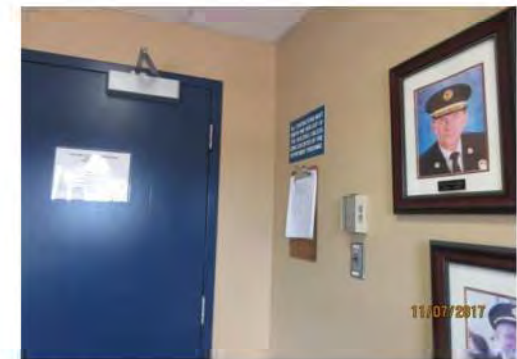
B3 Main entrance (north side): Transition is too high and entrance is not accessible. Clear door width is too narrow but suitable for an existing condition. Threshold ramp is in significant disrepair.



B4 Main entrance: View of interior vestibule and stair to 2nd floor.



B5 Main entrance vestibule: Typical information / directional signage and operating controls are not accessible.



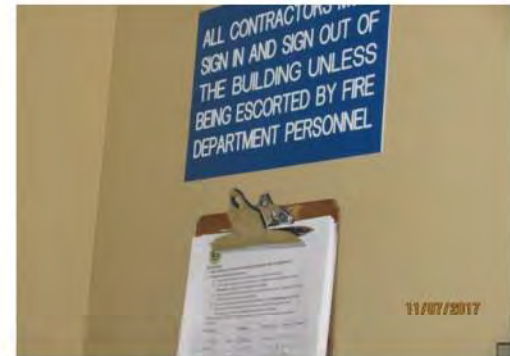
B6 Main entrance vestibule: Signage and controls are typically mounted too high.



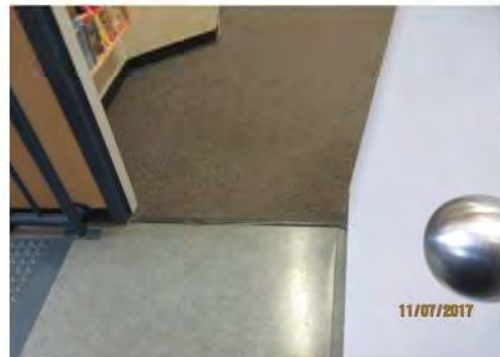
B7 Main entrance vestibule: Information and instructional signage is mounted too high with no accessibility features.



B8 Main entrance vestibule: View of door to 1st floor Offices (Operations), Kitchen and Dormitory. Door bell, operating controls and signage are mounted too high.



B9 Main entrance vestibule: Signage is typically dated, with limited accessibility features.



B10 Entrance to 2nd floor: Knob door hardware is not accessible. Typical door clear width is too narrow. However, no elevator access is provided to 2nd floor.



B11 2nd floor, Reception: No lowered counter / surface is provided. However, no elevator access is provided to 2nd floor.



B12 2nd floor, typical corridor: Circulation is suitable. No elevator access is provided to 2nd floor.



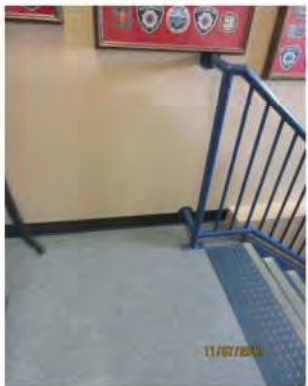
B13 2nd floor, entrance lobby & reception area: Circulation is suitable. No elevator access is provided to 2nd floor.



B14 2nd floor, entrance lobby & reception area: Circulation is suitable. No elevator access is provided to 2nd floor.



B15 Central staircase: No handrail extensions provided (typical). Colour contrasted & slip-resistant stair nosings are provided.



B16 Central staircase: No handrail extensions provided (typical). No tactile walking surface indicator provided at top landing of stairs.



B17 Central staircase: Open risers are not accessible. Colour contrasted & slip-resistant stair nosings are provided.



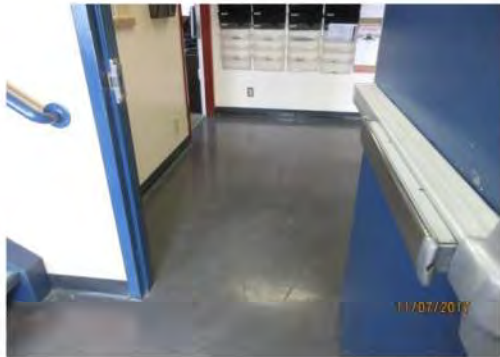
B18 Central staircase: No handrail extensions provided (typical). Limited clear floor space at bottom landing and adjacent to entrance door to 1st floor.



B19 Central staircase: Limited clear floor space at bottom landing and adjacent to entrance door to 1st floor.



B20 Central staircase: Limited clear floor space adjacent to main entrance door.



B21 1st floor, entrance vestibule (interior door): Clear width is too narrow but suitable for existing condition. Main entrance is not accessible for users of mobility aids.



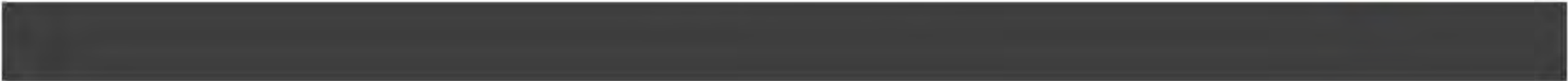
B22 1st floor, entrance vestibule (interior door): Clear width is too narrow but suitable for existing condition. Main entrance is not accessible for users of mobility aids.



B23 1st floor, entrance vestibule: Circulation is suitable.



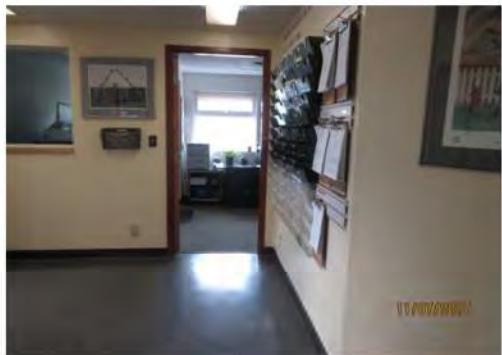
B24 1st floor, view of central corridor and staff locker area: No accessible lockers provided / identified.



B25 1st floor, corridor to Duty Officer Office and Entrance to Apparatus / Truck Bays: Corridor clear width is suitable at key areas on 1st floor.



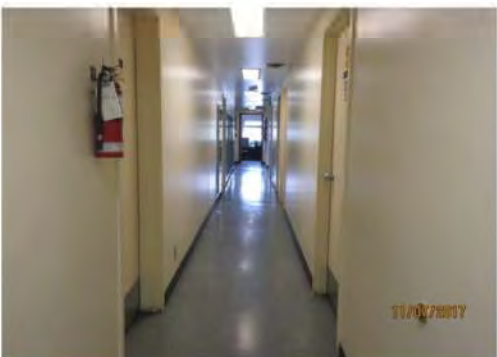
B26 1st floor, entrance to Apparatus / Truck Bays: Clear door width and hardware is non-compliant.



B27 1st floor, approach to Dispatch Office: Circulation for users of mobility aids is potentially available for some areas of 1st floor.



B28 1st floor, corridor to Dormitory (north west side): Where support columns project, some floor space is limited with no clear turning space for users of mobility aids (e.g., adj. to entrance to dormitory).



B29 1st floor, central corridor: Limited or no clear turning space for users of mobility aids is provided.



B30 1st floor, typical corridor, adjacent to Dormitory Entrance: Some floor space is limited with no clear turning space for users of mobility aids.



B31 1st floor, typical corridor, adjacent to Dormitory: Generally suitable clear width is provided for circulation, and low level of use based on size and occupancy of this facility.



B32 1st floor, View of corridor to exit door(south west side): Level access is provided on exterior side.



B33 2nd floor, entrance to Washroom #1: Clear width is suitable. No accessibility features identified. However, 2nd floor is not accessible.



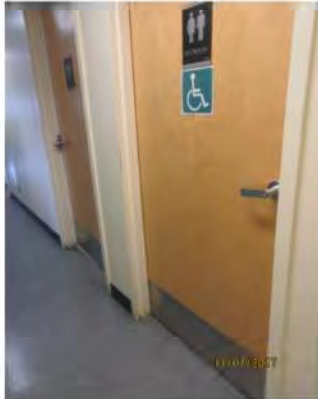
B34 2nd floor, interior view of Washroom #1: No accessibility features identified. However, 2nd floor is not accessible.



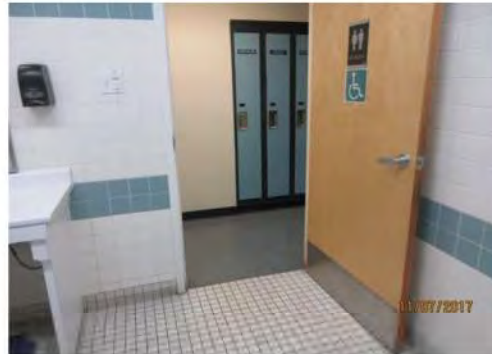
B35 2nd floor, entrance to Washroom #2: Clear width is suitable. No accessibility features identified. However, 2nd floor is not accessible.



B36 2nd floor, interior view of Washroom #2: No accessibility features identified. However, 2nd floor is not accessible.



B37 1st floor, Unisex accessible washroom: No accessible identification signage is provided. Lever door hardware is accessible. No power door operator is provided.



B38 1st floor, Unisex accessible washroom: Entrance clear width is suitable for existing condition. Lever door hardware is accessible.



B39 1st floor, Unisex accessible washroom: Shower is not accessible due to stepped / curbed entry.



B40 1st floor, Unisex accessible washroom: Entrance clear width is suitable for existing condition. Interior floor space is suitable, including transfer space at side of toilet.



B41 1st floor, Unisex accessible washroom: Occupancy sensor provided. Lavatory & mirror are accessible. No pipe protection below. Soap dispenser is mounted too high. Paper towel dispenser is too high & operating control is not accessible.



B42 1st floor, Unisex washroom: Not identified as accessible through door signage. Knob door hardware is not accessible.

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

C.1.0 GENERAL COMMENTS

Building Systems, Controls and Communications:

Key elements reviewed in this section include: Exterior and Interior Lighting, Interior Signage & Wayfinding, Emergency Systems and Public Amenities.

The following summary observations were made at the time of the audit:

- (a) It appears interior lighting is centrally controlled for some areas (main corridors). Typically, light switches and any operating controls are mounted too high recognizing accessibility at this location is limited.
- (b) Generally, interior signage and wayfinding system is dated, with limited and/or no accessible design features integrated.
- (c) No visual alarms for users with hearing loss were identified. No fire alarm or sprinkler system was identified. Fire extinguishers are mounted on walls at strategic locations.
- (d) No accessible public amenities are provided at this location.



SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.2.0 EXTERIOR LIGHTING										
C.2.1	Lighting Levels: Night time light levels were not reviewed as part of the scope of this project. To be validated by Facility Manager.		A formal review of exterior lighting conditions to be conducted by Facility Manager during night-time conditions.	Throughout exterior.	\$350.00 Cash Allowance (External Study)	1	Facility Management Review	\$350.00		
Cost Summary								\$350.00	\$0.00	\$0.00
Total Cost C.2.0								\$350.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.3.0 INTERIOR LIGHTING										
C.3.1	<p>General:</p> <p>Lighting levels appeared to be suitable where they were observable at time of audit. Suitable fixtures and task lighting options appeared to be in place.</p>		<p>No upgrades identified.</p> <p>Interior lighting conditions to be validated by Facility Manager (if required).</p>	Various locations, throughout interior.	NA	NA	Facility Management Review			
C.3.2	<p>Lighting controls:</p> <p>Typically, appear to be centrally controlled for some public areas (e.g., no switches). Where light switches are provided, they are typically too high (e.g., adjacent to entrance & exit doors).</p> <p>Occupancy sensors identified for washrooms (1st floor).</p>	B41	<p>When interior areas are retrofitted in future and/or based on staff requests for accommodation (e.g., office areas), lower light switches between 900 - 1000 mm and upgrade to "rocker" style switches during future interior upgrades (and not to exceed 1200 mm high from floor). Provide occupancy sensor controls where suitable.</p> <p>Prioritize lowering where switches are independently controlled by public or staff and where they are located along accessible routes (<u>1st floor</u>). Patch and repair surfaces as required.</p> <p>No cash allowance is identified at this time.</p>	<p>1st floor (priority upgrades).</p> <p>Various locations, throughout interior.</p>	\$1,500.00	Varies	Facility Management Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost C.3.0								\$0.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.4.0 INTERIOR SIGNAGE & WAYFINDING										
C.4.1	<p>Signage system: General</p> <p>Generally dated, limited and/or no accessibility features provided. No accessible room identification signage was identified. Some room identification/directional signage is too small (e.g., for Kitchen / Offices).</p> <p>Some posted information and instructional signage is mounted too high with no accessibility features, however, facility, including main entrance is not currently accessible.</p> <p>International Symbol of Accessibility identifies washrooms as accessible. White text on blue background provides strong colour. however no tactile/braille features are provided.</p>	C1, C2, C3, C5, C6	<p>Conduct a detailed and coordinated signage & wayfinding study for all facilities, City-wide, based on accessibility audit findings for the portfolio as a whole.</p> <p>Implement interior signage upgrades according to requirements of current Accessibility Design Guidelines/standards & best practices. City should develop formalized Guidelines and strategies (e.g., use of pictograms, colour contrast, print size etc.). Detailed Study and Review is required prior to implementation to ensure consistency. Upgrades should be prioritized for higher use public areas and amenities (e.g., 1st floor washrooms, offices, & Kitchen etc.).</p> <p>Existing signage system can be upgraded over the long term as areas of the facility are renovated (e.g., unisex accessible washroom, 1st floor).</p> <p>No cash allowance is recommended at this time, based on limited public use of this facility.</p>	<p>Throughout interior.</p> <p>1st floor washrooms, offices, & Kitchen (priority upgrades).</p>	NA	NA	Facility Management Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost C.4.0								\$0.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.0 EMERGENCY SYSTEMS - FIRE & LIFE SAFETY ISSUES										
General Comments	No fire alarm or sprinkler system was identified for this facility. Fire extinguishers are mounted at strategic locations.									
C.5.1	Fire alarm pull stations: None identified at time of audit.		No upgrades recommended at this time.	Throughout interior.	NA	NA				
C.5.2	Visual alarms: None provided for users who are Deaf.		Integrate and coordinate installation of visual alarm strobes to accommodate users who are deaf (assumed existing system can be adapted). Placement of visual alarms to be determined based on detailed review of current alarm system. To be validated by Facility Manager if existing system can be upgraded.	Throughout interior.	NA	NA	Detailed Study Required			
C.5.3	Evacuation procedures: None formally identified during audit. Fire & Life Safety: No posted plan was identified, specifically referencing accessibility. Recognizing this is a Fire Hall, assumption is that personnel to conduct ongoing awareness training etc.		City and Facility Manager to validate formal emergency evacuation policies, procedures and practices at this location, including means of egress for users of mobility aids and people with varying disabilities. This includes addressing evacuation from areas where there is no direct exit to grade and posting of information for Visitor's to the building and Staff, as required. Provide Staff Training and Awareness as required, over both the short and long terms.	Throughout interior.	NA	NA	Policy / Practice / Procedure Review			

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.4	Fire Extinguishers: (wall-mounted) Fire extinguisher projects 100 mm or less.	C4	No upgrades recommended at this time.	Throughout interior.	NA	NA				
C.5.5	General: The main public entrance (north side) and staff entrance/exit (west side) provide "partial" level transitions in the context that elevation changes do not exceed 100 mm. Duty Staff would be able to assist with any required evacuations for users with limited mobility and/or users of mobility aids who are able to enter/exit despite technical non-compliance.		Over the longer term, coordinate upgrades related to providing ramped or sloped access at exit door locations with broader evacuation plan / strategies proposed for this location. At least one exit on each side should be upgraded. To be validated by Facility Manager. No Cash Allowance is identified at this time.	Various Emergency Exit locations (TBD).	NA	NA	Detailed Study Required			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost C.5.0								\$0.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)			
								P1 Short-Term	P2 Medium-Term	P3 Long-Term	
C.6.0 PUBLIC AMENITIES - PUBLIC TELEPHONES, DRINKING FOUNTAINS, ETC.											
General Comments	No interior public amenities are currently provided at this location. Considerations for provisions should be made if interior upgrades are implemented over time.										
								Cost Summary	\$0.00	\$0.00	\$0.00
								Total Cost C.6.0	\$0.00		

SECTION C PHOTOS: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS



C1 Main entrance lobby, informational signage and sign-in clip-board: No accessibility features identified.



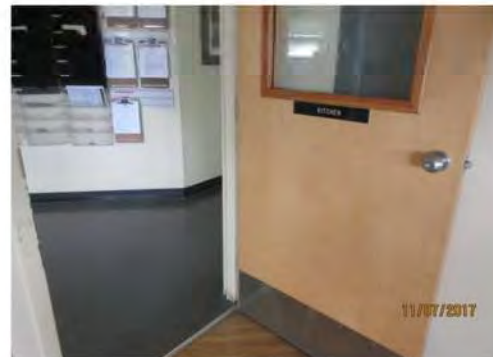
C2 1st floor, typical door mounted signage, Entrance to Apparatus / Truck Bays: Interior signage is limited, with no accessibility features.



C3 Main entrance lobby, directional signage and security pad: Generally, no accessibility features identified.



C4 1st floor: Typical wall-mounted fire extinguisher.



C5 1st floor, typical door mounted signage, Entrance to Kitchen: Interior signage is typically dated and very limited provision. No accessibility features identified.



C6 Main entrance vestibule: Information and instructional signage is mounted too high with no accessibility features.

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

D.1.0 GENERAL COMMENTS

Special Facilities, Spaces and Environments:

This section reviews accessibility features related to:

1. Meeting Rooms & Assembly Areas;
2. Staff Offices; and
3. Kitchens & Dining Areas.

Due to limited accessibility features and amenities provided at this location as part of its original design, extensive renovations are required to address current accessible design requirements and expectations. As a result, for many upgrades, detailed review and design is required and costing would require additional feasibility studies and/or analysis. No Cash Allowance is identified for some recommended upgrades as identified in this report. Truck Bays and equipment rooms were not reviewed at time of audit. Training was being conducted and generally, no accessibility features are provided in these areas.



The following summary observations were made at the time of the audit:

- (a) Intent of recommended upgrades is to coordinate accessibility improvements for areas of 1st floor with any upgrades implemented for exterior and entrance to provide accessibility for public and staff.
- (b) The Dormitory (1st floor) and Multi-purpose/Meeting Room (Les McPhee Room, 2nd floor) were occupied at the time of the audit and were not reviewed, as requested by Staff. This included the Fitness Room (2nd floor).
- (c) No elevator is provided to 2nd floor and therefore, all spaces and features were not originally designed for accessibility, including clear door widths for Offices / meeting rooms, as well as floor space and design features for the existing washrooms.
- (d) Detailed review and design is required related to potential upgrades for typical office areas, and interior amenities, including Kitchen and Dormitory, as well as the provision of an elevator (Refer to Section B.8.0).
- (e) Many rooms and areas are very specialized for Fire Services, including dispatch office, truck bays, equipment and storage rooms. Potential accommodations can be made on a case by case basis.

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.2.0 ASSEMBLY AREAS, ACTIVITY ROOMS & MEETING ROOMS										
General Comments	<p>Boardroom / Training Room (Les McPhee Room), 2nd floor, was occupied at time of audit and not reviewed.</p> <p>Fitness Room, 2nd floor, was also not available at time of audit (e.g., main doors off of Reception Area were closed). Staff on site requested that area was not to be reviewed.</p> <p>No elevator access to 2nd floor is provided and therefore, assumption is that spaces are not currently accessible. Based on a review of floor plans, it appears floor space is flexible to accommodate accessibility requirements and/or can be upgraded as part of future renovations if elevator access to 2nd floor is implemented and/or considered feasible.</p>									
D.2.1	<p>Assistive Listening Device:</p> <p>None identified for the facility, through signage. No International Symbol for Hearing Loss pictograph was identified, to indicate the availability of an ALD or related equipment.</p> <p>Note: Based on limited accessible design features, level of use and size of this facility, there does not appear to be the need for a permanent Assistive Listening System at this location. Assumption is that an alternative location is available to address enhanced accessibility as needed (e.g., meetings held at other accessible locations).</p>		<p>Consider providing a portable assistive listening device (e.g., with suitable # of receivers) and/or hearing loop system, for users with hearing loss, that is made available upon request. Ensure device is suitable for building type and multipurpose uses, and that it can be used throughout facility.</p> <p>For options, refer to the Better Hearing Solutions website: http://www.betterhearingsolutions.ca/</p> <p>Note: A "UbiDuo" machine to facilitate communication with people who are Deaf or hard of hearing has also been used at other municipalities.</p> <p>Refer to: https://www.scomm.com/product/ubiduo-2-wireless/</p>	Training Room (Les McPhee Room), 2nd floor.	\$2,500.00	NA	Facility Management Review	\$2,500.00		
Cost Summary								\$2,500.00	\$0.00	\$0.00
Total Cost D.2.0								\$2,500.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.3.0 KITCHENS, CAFETERIAS & DINING AREAS										
General Comments	Design and layout of Staff Kitchen, located on 1st floor, does not include any accessibility features. (Refer to Photo D12)									
D.3.1	<p>Entrances: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Entrance door clear width is limited at 827 to 835 mm, but suitable for an existing condition.</p> <p>Typical knob door hardware is not accessible. Vision panels are too high (lower edge).</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	D8, D9, D10	<p>Consider upgrading at least one entrance, to allow space to be used. Coordinate with other exterior and main public entrance upgrades that are required.</p> <p>A preliminary cash allowance is identified, for one doorway/entrance.</p> <p>Provide increased clear width at entrance, with accessible door hardware, when space is upgraded in future or prioritize based on requested staff / public accommodations, including power door operator provisions.</p> <p>Costing includes removal of existing door and frame, widening of door opening, provision of new door frame, new power door operator/signage, remedial work to walls (drywall & painting).</p> <p>Long Term Planning: Establish a "Door Upgrade Program" based on prioritization of doorways (e.g., clear width / hardware/ vision panels / power door operator provision).</p>	<p>Entrance, Staff Kitchen, 1st floor.</p> <p>(2 locations)</p>	\$10,000.00 ea.	1 door (minimum)	Facility Management Review		\$10,000.00	

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.3.2	<p>Dining Area & Millwork:</p> <p>Floor space is generally open concept to accommodate users with varying types of disabilities.</p> <p>No accessibility features identified for kitchen amenities, including counter, cabinets, sink and equipment.</p>	D10, D11, D12	<p>Provide staff accommodations based upon request.</p> <p>Coordinate with other exterior and main public entrance upgrades that are required and recommendation D.3.1.</p> <p>Detailed design and review is required. Reconfiguration of space is required, including food preparation areas and cabinetry. No costing provided as detailed study recommended.</p> <p>Provide lowered counter section and sink.</p> <p>Upgrade cabinetry to provide some shelving within accessible height range.</p> <p>When upgrading appliances in future, procurement to address accessible design requirements (e.g., fridge, stove, microwave, coffee machine etc.).</p>	Kitchen, 1st floor.	NA	NA	Detailed Study Required			
D.3.3	<p>Additional Comments:</p> <p>In the short term, consider providing a portable accessible counter unit (or alternate arrangements / accommodations) for use by staff and visitors. Provision to be validated by Facility Manager. This is considered more practical than a retrofit of cabinet and storage space over the short term, based on level of use and current needs. Consider floor space accommodations that can be made as required to improve maneuverability.</p>									
Cost Summary								\$0.00	\$10,000.00	\$0.00
Total Cost D.3.0								\$10,000.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.4.0 OFFICE ENVIRONMENTS										
General Comments	<p>Generally, administrative offices (2nd floor) have the potential floor space for circulation by users of wheeled mobility aids, however, accommodations would need to be made with existing furniture, which appears to be flexible and could be re-arranged for staff with disabilities as required in future. At this time, no elevator access is provided to the 2nd floor.</p> <p>Four (4) Administrative Offices are located on the 2nd floor, as well as a staff equipment/storage room. (Refer to Photo D1)</p> <p>Two (2) Operations Offices / Work Areas are located on the 1st floor: (1) Alarms Room and (2) Public Safety Communication Centre (PSCC).</p> <p>A sensitive equipment room is also located on 1st floor. Entrance clear door width is 840 mm, with knob door hardware which is not accessible. (Refer to Photo D3)</p> <p>A Workshop Room is also located on first floor. Entrance clear door width is 840 mm, with knob door hardware which is not accessible. (Refer to Photos D13 & D14)</p>									
D.4.1	<p>Entrances: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Entrance door clear width is suitable at 840 mm.</p> <p>Typical knob door hardware is not accessible.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	D1	<p>No upgrades required. No elevator access is provided to 2nd floor. A preliminary cash allowance is identified, but is not carried as part of final budget.</p> <p>Future upgrade recommendations, to be coordinated with elevator access and/or provision:</p> <ol style="list-style-type: none"> Provision of at least one accessible staff office on 2nd floor. Entrance to provide clear door width of 860 mm (minimum). <p>Coordinate upgrade of staff equipment room as required with other renovations.</p>	Administrative Offices, 2nd floor.	\$10,000.00 ea. (full entrance upgrade, incl. option for power door operator)	1	Major Capital Upgrade Consideration			

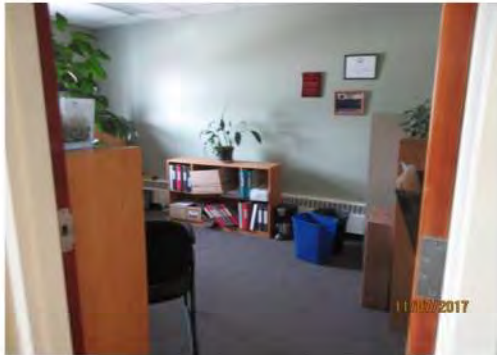
SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.4.2	<p>Entrances: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Entrance door clear width is suitable at 840 to 847 mm. Knob door hardware is not accessible.</p> <p>Vision panels typically too high where provided.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	D4, D5, D6	<p>No upgrades required. A preliminary cash allowance is identified.</p> <p>Provide increased clear width at entrance, with accessible door hardware, when space is upgraded in future or prioritize based on requested staff / public accommodations, including power door operator provisions.</p> <p>Costing includes removal of existing door and frame, widening of door opening, provision of new door frame, new power door operator/signage, remedial work to walls (drywall & painting).</p> <p>Long Term Planning: Establish a "Door Upgrade Program" based on prioritization of doorways (e.g., clear width / hardware/ vision panels / power door operator provision).</p>	<p>Operations Offices, 1st floor.</p> <p>(1) Alarms Room; (2) PSCC.</p>	<p>\$10,000.00 ea.</p> <p>(full entrance upgrade, incl. option for power door operator)</p>	1	Facility Management Review		\$10,000.00	

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.4.3	<p>Offices and Work Related Areas: General use, design & circulation.</p> <p>Typical offices provide limited clear floor space, and no specific accessibility features were identified. Typical furniture is not accessible, including work surfaces.</p> <p>Some of the primary / main paths of travel appear to be suitable with clear width provided (1100 mm +), leading to partitioned work areas.</p> <p>Individual work areas typically have more limited clear floor space and circulation aisles. Some entry points to open work areas are also too narrow for users of mobility aids.</p> <p>Note: 2nd floor administrative offices could be potentially upgraded over time, coordinate with required accessibility upgrades for facility as a whole.</p>	D3, D4, D5, D6	<p>If required, develop a City-wide Policy that allows Staff accommodations to be made where no existing accessibility provisions are included (e.g., narrow approach aisles to work surfaces / areas that limit wheelchair & scooter maneuverability) or there are temporary barriers.</p> <p>Based on interior layout, a full interior reconfiguration of furniture & equipment is required for accessibility. Budget can vary significantly dependent upon final design and options considered.</p> <p>Coordinate upgrades to provide accommodations as required for staff / public, including users of mobility aids.</p> <p>Typical office furniture and equipment is flexible for adjustments to be made.</p> <p>Policy can also address how future upgrades of staff amenities or furniture procurement (e.g., systems furniture, tables, whiteboards, phones, storage areas and seating etc.) can take accessibility issues into consideration.</p>	<p>Operations Offices, 1st floor.</p> <p>(1) Alarms Room; (2) PSCC.</p> <p>Equipment Room, 1st floor.</p>	NA	NA	Facility Management Review			
Cost Summary								\$0.00	\$10,000.00	\$0.00
Total Cost D.4.0								\$10,000.00		

SECTION D PHOTOS: SPECIAL FACILITIES, SPACES & ENVIRONMENTS



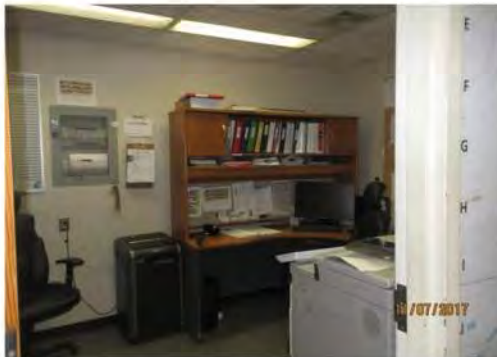
D1 2nd floor, Office (south east corner): Typical entrance has suitable clear width for an existing condition. No accessibility features identified. 2nd floor is not accessible.



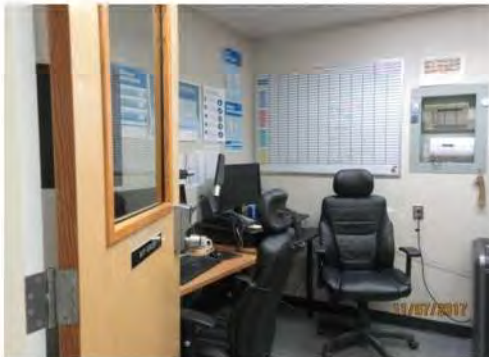
D2 2nd floor, Staff equipment / stationary room: No accessibility features identified. 2nd floor is not accessible.



D3 1st floor, Equipment Room (off of central corridor): Clear door width is suitable for an existing condition. Knob door hardware is not accessible.



D4 1st floor, Duty Officer Office / Alarms Room: No accessibility features identified.



D5 1st floor, Duty Officer Office / Alarms Room: Clear door width is suitable for an existing condition. Knob door hardware is not accessible. Lower edge of vision panel is too high. No accessibility features identified.



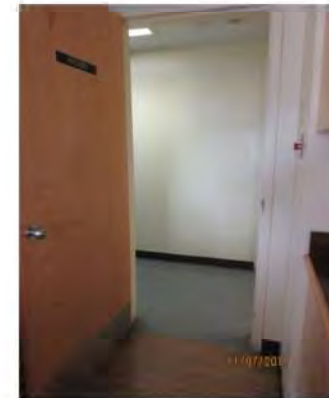
D6 1st floor, Dispatch / PSCC: Clear door width is suitable for an existing condition. Knob door hardware is not accessible. No accessibility features identified.



D7 1st floor, mailboxes (adj.), to main entrance: A range of mounting heights are available. Generally designed for standing height users.



D8 1st floor, Kitchen entrance #1: Clear door width is suitable for an existing condition. Knob door hardware is not accessible. Lower edge of vision panel is too high.



D9 1st floor, Kitchen entrance #2: Clear door width is suitable for an existing condition. Knob door hardware is not accessible.



D10 1st floor, Kitchen, view from entrance #1: No accessibility features identified. However, interior floor space is open concept and potential accommodations can be made.



D11 1st floor, Kitchen: No accessibility features identified.



D12 1st floor, Kitchen: No accessibility features identified.



D13

View of Sensitive Equipment Room, 1st floor.



D14

View of Sensitive Equipment Room, 1st floor.
Clear door width is suitable for an existing condition. Knob door hardware is not accessible.



Barrier Removal Action Plan

Ruth Inch Pool

FOR STAFF REVIEW
D1 - March 2018

Prepared for:



CITY OF YELLOWKNIFE

Prepared by:



SPH Planning & Consulting Ltd
113 Miranda Avenue
Toronto, ON M6B 3W8

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1.0 INTRODUCTION

This Barrier Removal Action Plan identifies all work and upgrades required to make the **Ruth Inch Pool** accessible, meeting the needs of all building users from a 'cross-disability' perspective. The overall goal of this project is to improve the level of accessibility experienced at this location by users with a broad range of disabilities. Accessibility compliance for this building was evaluated based on criteria established within the Ontario Building Code (OBC 2012, Section 3.8, including amendments for 2015), the Canadian Standards Association's "Accessible Design for the Built Environment" (B651-12, revised 2015) design standard, the AODA's Integrated Accessibility Standards Regulations (IASR) "Design of Public Spaces Standards" (Part IV.1, Accessibility Standards for the Built Environment), recognized "best practices" including the **City of Calgary Accessibility Design Standards (2016) / BF Design Guide (2017)**, and the consultant's audit experience.

1.1 Report Organization

The Barrier Removal Action Plan is organized as a spreadsheet, following the headings used to describe a typical "journey sequence" a user might take, which is also used during the auditing process. This allows easy cross-referencing by municipal Staff and Facility Managers responsible for this location. The Action Plan consists of **four (4) Sections**:

- A: Exterior Environments**
- B: Interior Environments**
- C: Building Systems, Controls and Communications**
- D: Special Facilities, Spaces and Environments**

For each Section, detailed recommendations are provided to remove barriers and address any accessibility issues identified during the audit process. Priorities for removing barriers related to specific building elements and the location of barriers are also identified. Finally, estimates for removing barriers, based on the number of units involved or 'quantity', are identified to establish a detailed barrier removal budget for each section. Costing estimates reflect 2017 dollars and the Consultant's experience with similar building types and knowledge of existing pricing in today's construction market. Additionally, cost data for the Canadian construction industry was referenced as required to provide accurate estimates, based on Hanscomb's "Yardsticks for Costing" (current edition).

2.0 ESTABLISHING PRIORITIES

Priorities for barrier removal and prevention are identified based on the Consultant's professional opinion and experience. Generally, priorities reflect a variety of criteria to ensure a cross-disability approach is applied to each barrier removal activity. This approach recognizes that there were different types of barriers identified at this location that affect different types of disabilities. Priorities are important to provide a baseline for strategically removing barriers in the most cost effective ways. Overall, recommendations for barrier removal at this location are based on the following "high, medium and low" priority rating scale:

<p>Priority 1 (Short-Term): Items giving immediate concern for safety or a significant barrier that requires prompt attention. Generally relates to a building code issue as well as actions that have minor cost implications (e.g., temporary obstructions, maintenance issues).</p>	<p>Time period for implementation: 0 to 2 Years</p>
<p>Priority 2 (Medium-Term): Essential items required to provide an acceptable level of access for persons with disabilities, and to be completed within the short term (e.g., highly used items). Generally relates to actions that need to be implemented as soon as it is practical.</p>	<p>Time period for implementation: 3 to 6 Years</p>
<p>Priority 3 (Long-Term): Items of best practice (e.g., Guidelines & CSA) and/or to be implemented when relevant area/element of the building is renovated, maintained, or upgraded. Often refers to actions that require significant structural alterations and construction costs, which would only be possible to implement over a long-term works schedule.</p>	<p>Time period for implementation: 7 to 10 Years</p>

This priority rating scale is designed as a framework only, for assisting with the implementation decision-making process. Overall, this scale should not be viewed as a 'rigid' evaluation tool, recognizing many priorities are very subjective in nature – what may be considered a high priority for removing barriers related to one type of disability may not be seen as a high priority for another type.

3.0 BUDGET SUMMARY

Preliminary budget estimates for this location, itemized for each Accessibility Audit Report Section, are summarized as follows:

Section	Cost
A. Exterior Environments	\$36,500.00
B. Interior Environments	\$11,700.00
C. Building Systems, Controls & Communications	\$3,350.00
D. Special Facilities, Spaces & Environments	\$15,000.00
Total Cost (All Sections):	\$66,550.00

This facility is scheduled for replacement, based on information provided by the Facility Manager. Therefore, preliminary costing and the total budget was focused on potential upgrades to be implemented over the short term, while the facility continues to operate. A budget for any significant renovations was not identified. However, some preliminary cost estimates may be identified in this report in the relevant sections (for general information only).

Preliminary budget estimates for this location, according to priority levels for each Accessibility Audit Section, are summarized as follows:

Section	Priority 1	Priority 2	Priority 3
A. Exterior Environments	\$31,500.00	\$5,000.00	\$0.00
B. Interior Environments	\$11,700.00	\$0.00	\$0.00
C. Building Systems, Controls & Communications	\$3,350.00	\$0.00	\$0.00
D. Special Facilities, Spaces & Environments	\$15,000.00	\$0.00	\$0.00
Total Cost (By Priority):	\$61,550.00	\$5,000.00	\$0.00

4.0 ADDITIONAL COMMENTS

The following Barrier Removal Action Plan provides a detailed overview of accessibility issues to be addressed at this location, individual priorities and preliminary cost estimates for each building or site element reviewed during the audit.

FACILITY AUDIT SUMMARY



CITY OF YELLOWKNIFE

Date of Audit:	July 2017
Name of Auditor(s):	Shane Holten

Facility Information

Name:	Ruth Inch Memorial Pool
Type:	Aquatics
Contact Person:	Dave Hurley
Address:	6002 50th Avenue
Date of Construction:	Unknown
Number of Floor(s):	1 (basement level not reviewed - storage and equipment areas only)
Gross Floor Area (GFA) or Square Footage:	15,414 SF (1,432 square metres)
General Layout & Configuration:	Pool, Enclosed Viewing Area, Change Rooms and Public Washrooms

Accessibility Information

Estimated # of Total Parking Spaces:	30 (Note: Additional spaces may be available in adjacent parking lot)
Number of Accessible Parking Spaces:	2
Total # of Entrance(s):	1
Total # of Accessible Entrance(s):	1
Number of Public Entrance(s):	1
Number of Staff Entrance(s):	1

Ruth Inch Memorial Pool





















SITE MAPPING + FLOOR PLANS











1. Exterior Mapping: Ruth Inch Memorial Pool
2. Floor Plans: Ruth Inch Memorial Pool

Title:

Legend

-  Site Boundary
-  Building Outline
-  Building Entrance
-  Building Exit
-  Stair or Step(s)
-  Pedestrian Route
-  Parking Lot
-  Accessible Entrance or Exit with Power Door Operator (PDO)
-  Non-Accessible Entrance or Exit
-  Accessible Parking Spaces

-  Reception
-  Elevator / Elevating Devices
-  Ramp
-  Accessible Seating Spaces
-  Emergency Fire Alarm Pull Station
-  First Aid Station
-  Defibrillator Station
-  Fire Extinguisher

-  Men's Washroom
-  Men's Accessible Washroom
-  Men's Accessible Change Room
-  Women's Washroom
-  Women's Accessible Washroom
-  Women's Accessible Change Room
-  Unisex Washroom
-  Unisex Accessible Washroom
-  Unisex Accessible Change Room
-  Change Room / Team Change Room

Prepared by:



Project Name:

Accessibility Audit

Project #:

CoYK-010517

Date:

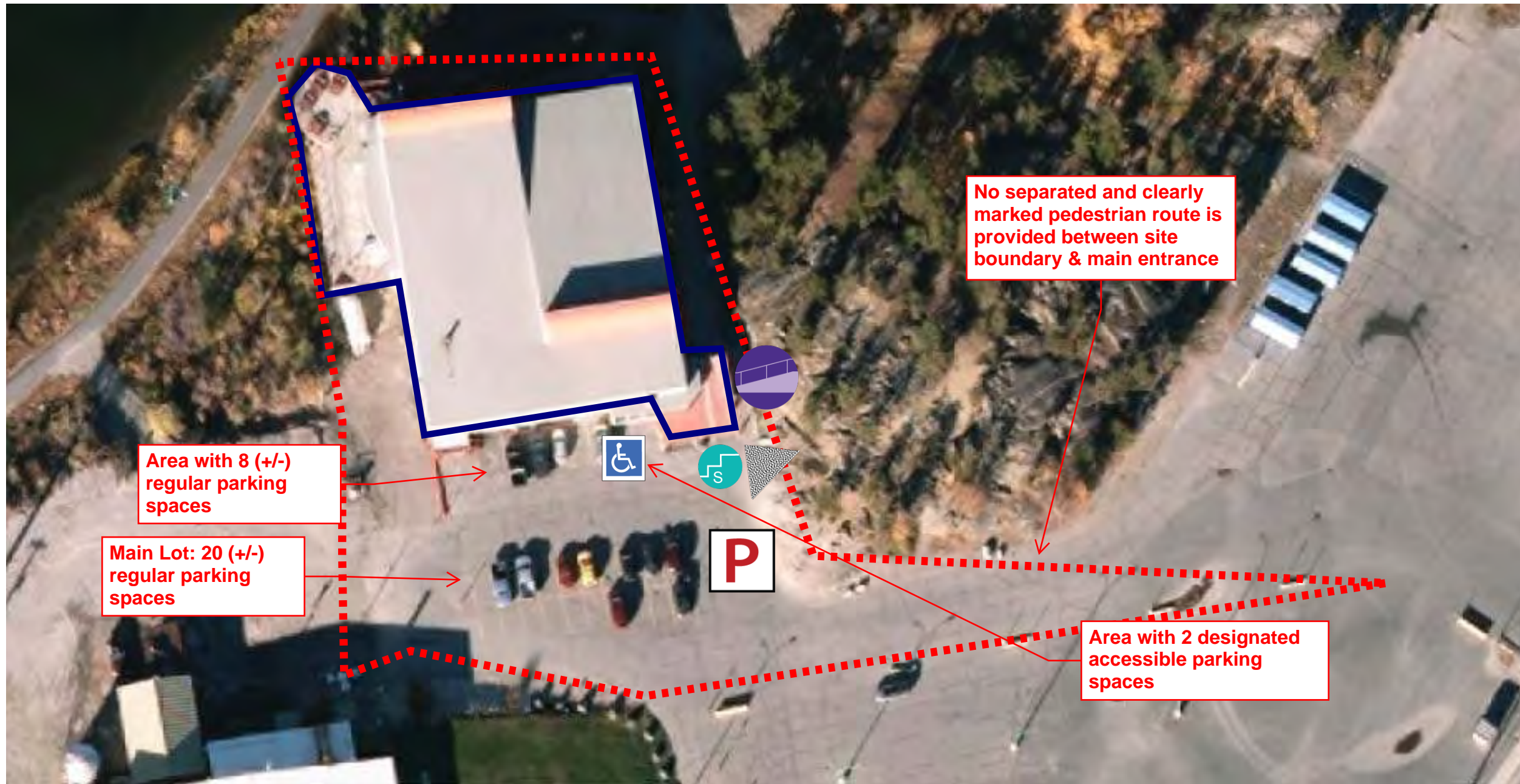
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L-1

Facility:
**Ruth Inch
Memorial Pool**

Address:
**6002 Franklin Ave,
Yellowknife, NT
X1A 2G4**

Title:
Site Plan



Ref North
N.T.S



Prepared by:



Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:

Sheet:
A-101

Facility:
Ruth Inch Memorial Pool

Address:
**6002 Franklin Ave,
Yellowknife, NT
X1A 2G4**

Title:
Main Level

Ref North
N.T.S.



Prepared by:

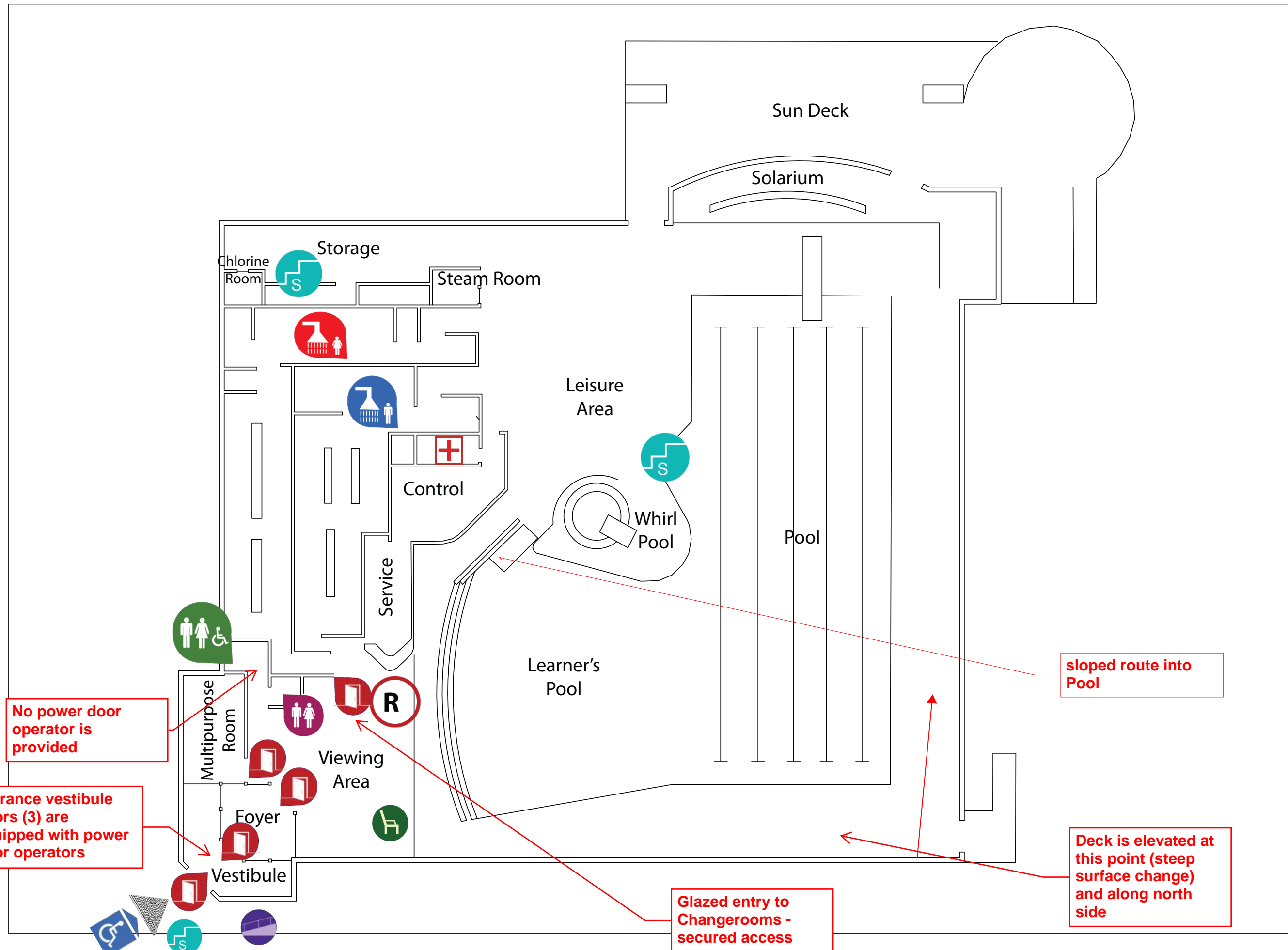


Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:

Sheet:
B-101



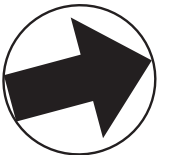
Facility:
Ruth Inch Memorial Pool

Address:
**6002 Franklin Ave,
Yellowknife, NT
X1A 2G4**

Title:
Basement Level

**Basement Level
was not reviewed**

Ref North
N.T.S



Prepared by:

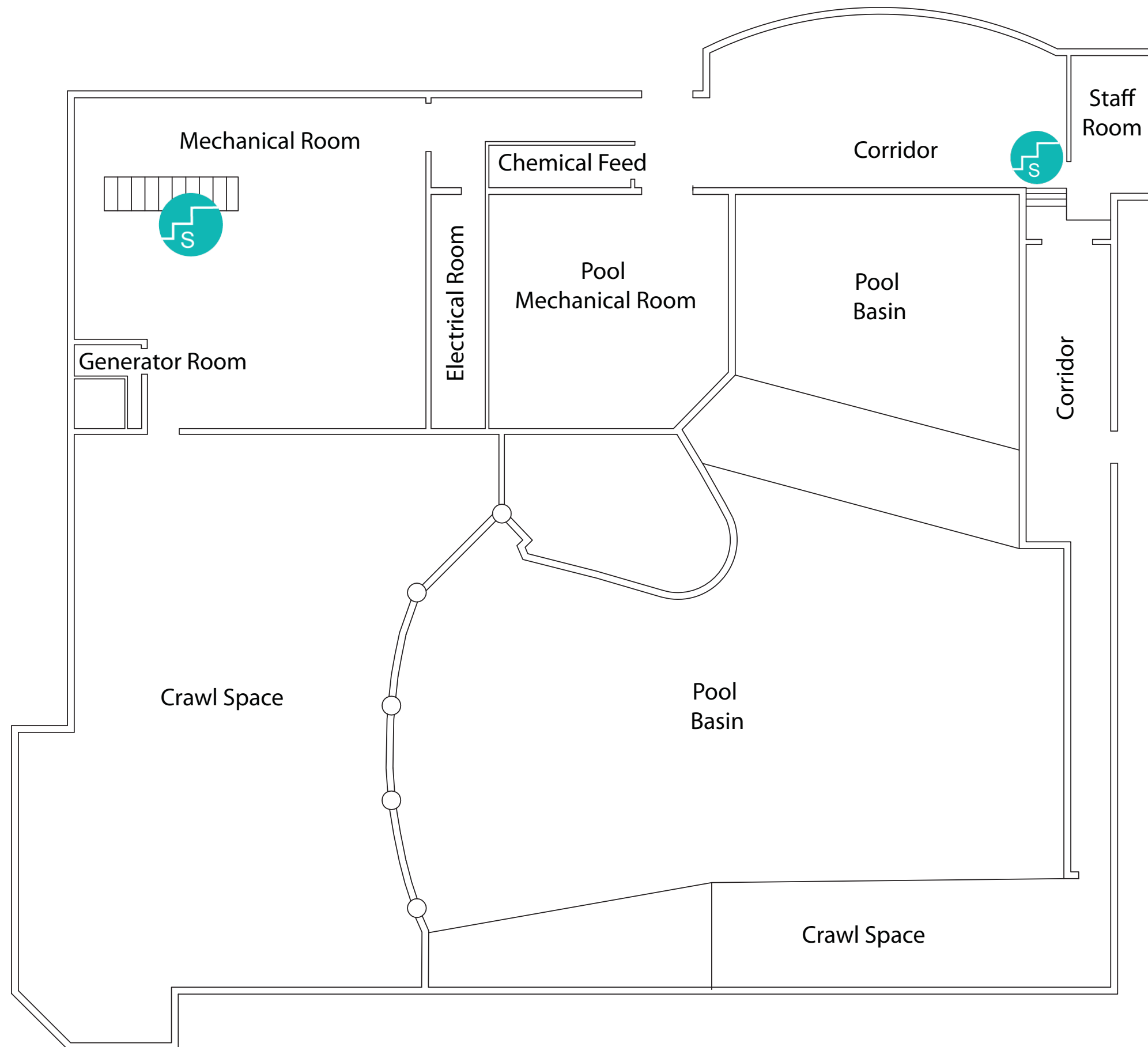


Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:

Sheet:
B-102



BARRIER REMOVAL ACTION PLAN

Section A: Exterior Environments

Section B: Interior Environments

Section C: Building Systems, Controls & Communications

Section D: Special Facilities, Spaces & Environments

SECTION A: EXTERIOR ENVIRONMENTS

A.1.0 GENERAL COMMENTS

Exterior Environments:

Key elements reviewed in this section include: site and building identification and information signage; parking; exterior pedestrian circulation routes; and street furniture / public amenities.

The following summary observations were made at the time of the audit:

- (a) Two accessible parking spaces are provided and are marked with wall-mounted signage and pavement markings. No access aisle is provided between the two existing accessible parking spaces. When car is parked in accessible space, it potentially obstructs the accessible route leading to the main accessible entrance.
- (b) There are no separated, clearly marked accessible pedestrian routes between site boundaries and main entrance, including no linkages between adjacent facilities. Pedestrians must travel across drive aisles and large parking areas.
- (c) Informational and directional signage is typically not provided to guide users to main entrance at key locations (e.g., when approaching from site boundaries and/or adjacent facilities).
- (d) Generally, no consistent provision of accessible seating or rest areas was identified throughout exterior.



SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.2.0 SITE & BUILDING SIGNAGE										
General Comments	Building identification signage is prominent, mounted on front façade of this facility (south side), as well as the east facade. Refer to Photos A1 and A2. Note: At time of audit, extensive renovation was taking place adjacent to parking lot and main entrance driveway and signage may have been temporarily removed and not in place.									
A.2.1	Signage: Building identification signage provision appears to be suitable but may be dated and difficult to identify facility when approaching from site perimeter due to lack of site identification signage at strategic points. No address identification signage or directional signage to main entrance was identified (e.g., especially useful for new visitors). Text is typically dark red colour, which contrasts well with white / lighter background of facade.	A1	Based on existing condition of facility, upgrade is not considered a high priority or immediate need unless exterior renovations are undertaken. When upgrading exterior in future, provide new site identification signage, that is clearly visible and prominent, viewable when approaching from main entrance driveway and with full accessibility features integrated.	Main entrance driveway (off of Franklin).	NA	Varies	Facility Management Review			
A.2.2	Informational / Directional Signage: No directional signage is provided to identify location of accessible entrance, when arriving and using South Parking Lot. However, entrance design is prominent with overhead canopy which facilitates identification.	A2	Install identification/directional signage to guide users to location of accessible entrance from accessible parking area, as well as to identify main entrance from all parking areas. Provision and design to be validated by City based on level of use and/or to be coordinated if other exterior renovations are planned.	Main entrance (south side).	\$5,000.00	Varies	Facility Management Review		\$5,000.00	
A.2.3	Lighting: Daytime lighting conditions were reviewed only. Generally, lighting fixtures appear to be provided as part of exterior façade and / or canopy.		Validate illumination of exterior signage during night-time conditions. To be conducted by Facility Manager. Coordinate with Action C.2.1.	Throughout exterior.	Allow \$250.00 for external review	See Action C.2.1.	Facility Management Review	\$250.00		
Cost Summary								\$250.00	\$5,000.00	\$0.00
Total Cost A.2.0								\$5,250.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.3.0 PUBLIC TRANSPORTATION - TRANSIT STOPS & SHELTERS										
A.3.1	Not applicable. Not part of the scope of this project.									
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost A.3.0								\$0.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.4.0 PARKING & PASSENGER LOADING ZONES										
General Comments	<p>One parking lot, including the provision of all accessible parking spaces, is located directly adjacent to the main entrance to this facility. A total of 30 parking spaces are provided. A total of twenty-eight (28+/-) <u>regular</u> parking spaces were identified. Twenty (20) regular parking spaces are provided as part of main parking lot. Eight (8) regular parking spaces and <u>two (2) accessible</u> parking spaces, designated through signage, are provided adjacent to the front building facade.</p> <p>Additional parking may also be available for this facility (e.g., spill-over parking areas), however, additionally spaces are not clearly identified with pavement markings and there was no clear signage designating any additional parking areas / lots for Ruth Inch Memorial Pool.</p>									
A.4.1	<p>Provision & Design:</p> <p>Two (2) designated accessible spaces were identified through wall-mounted and pavement signage out of a total of 30 (+/-). Provision is generally suitable.</p> <p>Spaces are not designed to meet current standards (e.g., pavement markings, & access aisles are not provided). Users must travel behind parked cars and along drive aisle to travel to accessible route that leads to main entrance.</p>	A6, A7, A8, A9	<p>Facility Management to confirm formal count of parking space provisions and whether there are other parking areas are designated for use by visitor's & staff to this facility.</p> <p>Reconfigure existing accessible parking spaces to incorporate a suitable access aisle and dimensions, with a clearly marked accessible path of travel. Ensure any wheel-stops are suitably placed to provide required clear width for an accessible route from accessible parking spaces to the accessible entrance.</p> <p>Link new access aisle to a clearly marked, safe, and continuous accessible route with level transitions as required leading to main entrance. An access aisle at front of accessible spaces should be provided to allow users to travel in front of parking spaces and not behind them. Ensure a clear path of travel to accessible route is marked / separated to prevent parked cars from obstructing approach.</p>	Parking Lot, south side. Refer to Site Plan Mapping	\$5,000.00 Cash Allowance	Varies	Facility Management Review	\$5,000.00		
A.4.2	<p>Signage:</p> <p>Wall-mounted signage for accessible parking spaces appears to be suitable. Review if newer signage is required for existing by-laws and/or best practice.</p>	A9	<p>If required, upgrade wall-mounted signage and coordinate with full accessible parking space upgrades.</p> <p>Refer to previous Cash Allowance.</p>	Parking Lot, south side.	Refer to A.4.1	Varies	Facility Management Review			
Cost Summary								\$5,000.00	\$0.00	\$0.00
Total Cost A.4.0								\$5,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.5.0 EXTERIOR PEDESTRIAN ROUTES										
General Comments	<p>Generally, there are no exterior pedestrian routes and/or provision is very limited at this location, recognizing that it appears that the majority of users would arrive at this location by vehicle. No separated exterior pedestrian routes are provided in parking area and from site perimeter off of Franklin Avenue.</p> <p>Note: Terrain appears to be significantly sloped in many areas, when entering site and travelling through the drive aisles and parking lot areas. Provision of new accessible routes (e.g., public sidewalks) appear to require major redesign. Alternative options may be available over the long term. However, short term upgrades would appear limited and/or not feasible without coordinating with an extensive redesign of all exterior areas related to the current facility.</p>									
A.5.1	<p>General Provision:</p> <p>No clearly separated public sidewalk / route is provided from Franklin Ave., linked to accessible parking and entrance.</p>	A1, A2, A3, A4, A5, A16	<p>Coordinate re-design and provision of clearly separated/marked public accessible route (e.g., public sidewalk) from site perimeter with future extensive renovations (if implemented and/or as part of facility replacement in future).</p> <p>Detailed review and design is required to identify provision of a new public sidewalk (e.g., concrete). Curb ramps and tactile walking surface indicators etc., may also be required.</p> <p>No cash allowance is identified at this time for upgrades. An optional cash allowance for preliminary design is provided.</p>	Parking Lot and approach to main entrance (south side).	\$10,000.00 To be determined (full upgrade)	Varies	Detailed Study Required	\$10,000.00		
A.5.2	<p>Surface Conditions:</p> <p>Asphalt and concrete surface transition area is in disrepair (minor).</p>	A10, A17	Repair asphalt surface(s).	Approaches to main entrance.	\$500.00 ea.	2 locations (priority)	Maintenance Required	\$1,000.00		
A.5.3	<p>Running slope: 5% maximum permitted or design as a ramp</p> <p>Overall, route surface is in good to excellent condition, however, running slope is non-compliant exceeding 5% maximum (e.g., running slope from top to bottom ranges between 5.4 to 5.9%).</p>	A13, A14, A15	<p>Replace portions of concrete surfaces and/or re-grade surface sections to provide running slope of 5% maximum.</p> <p>Note: It does not appear to be feasible to redesign route as a ramp if facility is being replaced within a short time period. Facility replacement was identified based on feedback from Facility Manager.</p>	Approach to main entrance, from accessible parking area.	\$5,000.00	Varies	Facility Management Review	\$5,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.5.4	<p>Additional Comments:</p> <p>Existing accessible route from accessible parking area and leading to accessible entrance is not clearly marked for users unfamiliar with facility (e.g., with directional sign to accessible entrance). Approach can be blocked by parked vehicle. Clear width of accessible route is temporarily restricted due to placement of bike racks where tires may overhang.</p>	A9, A10, A11	<p>Provide directional sign with International Symbol of Accessibility (ISA) to guide users to main entrance.</p> <p>Relocate bike racks to ensure clear width is maintained at all times.</p> <p>Refer to A.4.1 to coordinate moving existing location of one (1) accessible space further away from approach to main entrance (e.g., prevent vehicles from obstructing).</p>	Approach to main entrance, from accessible parking area.	\$500.00 (signage)	1	Maintenance Required	\$500.00		
Cost Summary								\$16,500.00	\$0.00	\$0.00
Total Cost A.5.0								\$16,500.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.6.0 RAMPS										
A.6.1	<p>Provision & Design: Running slope 8.33% (maximum) / Handrails & Extensions (top & bottom)</p> <p>A ramp is provided at main entrance with running slopes of sections partially non-compliant. Ramp surface is steel grating which may be uneven due to settlement of ramp supports in some areas.</p> <p>Handrail grasping surface dimension is typically too large (e.g., oversized) and extensions are not consistently provided (e.g., top & bottom). Existing handrails are mounted low at 835 mm (top surface, where sampled).</p>	A22 to A28	<p>Adjust steel gratings of ramp sections to provide running slope of 8.33% maximum.</p> <p>Provide new handrails with extensions (top and bottom, where they do not present a bumping hazard), mounted 865-965 mm high, with suitable grasping surface/dimension (30 - 40 mm diameter maximum).</p> <p>Note: It appeared surfaces of ramp sections could potentially be adjusted since it is not a solid concrete structure, however, this was only a visual observation.</p> <p>Clear width of between 1010 mm (measured between handrail to handrail at bottom entry point) and 1100 mm (measured between concrete wall to outside guard) is suitable. 1200 mm clear width is provided at intermediate landing, between narrowest point at concrete columns).</p>	Ramp (main entrance).	\$5,000.00 Cash Allowance (handrails & surfacing req'ts)	Varies	Facility Management Review	\$5,000.00		
							Cost Summary	\$5,000.00	\$0.00	\$0.00
							Total Cost A.6.0	\$5,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.7.0 STAIRS & STEPS										
A.7.1	Treads & Risers: Tread depth is inconsistent, between 270 mm to 560 mm. Riser height is also inconsistent (varies between 145 to 165 mm high), resulting in potential tripping / slipping hazards.	A18, A19	Existing stair requires a full redesign and upgrade to meet current accessibility requirements and expectations. This does not appear feasible over short term, if facility being replaced. Refer to other stair upgrades recommended for short term in this section. No cash allowance is recommended for full upgrade to stair system.	Stair, main entrance	TBD	Stair System (concrete)	Facility Management Review			
A.7.2	Handrails: Top surface of handrails are mounted too high (where sampled), between 960 mm (top step) to 990 mm (bottom step). No handrail extensions are provided on both sides of stair (e.g., top & bottom), however, due to original design of stairs, horizontal handrail extensions would appear to be projection hazards at bottom landing of stair).	A18, A19	Refer to A.7.1 Short Term: Provide new handrails with extensions (top and bottom, where they do not present a bumping hazard), mounted 865-965 mm high, with suitable grasping surface/dimension (30 - 40 mm diameter maximum).	Stair, main entrance.	\$2,500.00 Cash Allowance	Stair Handrail System	Facility Management Review	\$2,500.00		
A.7.3	Nosings: No colour contrasted stair tread nosings are provided.	A18, A19	Upgrade stair nosings to provide 50 mm depth (preferred) strips and required colour contrast.	Stair, main entrance.	\$750.00 Cash Allowance		Facility Management Review	\$750.00		
A.7.4	Tactile Walking Surface Indicators (TWSI): No Tactile Walking Surface Indicators are provided at top landing of stair, extending the full width of stair.	A18, A19, A20	Provide TWSI at top landing (610 mm depth minimum, extending full length of stair tread).	Stair, main entrance.	\$1,500.00		Facility Management Review	\$1,500.00		
Cost Summary								\$4,750.00	\$0.00	\$0.00
Total Cost A.7.0								\$4,750.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.8.0 EXTERIOR AMENITIES & STREET FURNITURE										
A.8.1	<p>Seating & Rest Areas:</p> <p>No accessible seating and rest areas were identified.</p> <p>Placement of bicycle rack adjacent to accessible route results in potential bumping and tripping hazard.</p>	A11	<p>Adjust and/or relocate bicycle rack to prevent overhand into pedestrian route leading to main entrance. Refer to A.5.4.</p> <p>There is limited to no landscaped areas at this location, including no adjacent public sidewalk at the front area. With accessible parking spaces located directly adjacent to the main entrance, travel distance for users of mobility aids is very short. No rest areas appear to be required based on assumption users typically arrive at this location by vehicle.</p> <p>Consideration for accessible seating and rest area options may be needed if renovations are considered in future for existing facility. Providing a bench/rest area adjacent to accessible parking spaces could be considered when spaces are upgraded.</p> <p>To be reviewed by City and Facility Management.</p> <p>Note: It does not appear to be feasible to upgrade exterior & amenities if facility is being replaced within a short time period. Facility replacement was identified based on feedback from Facility Manager.</p>	<p>Main entrance area.</p> <p>Throughout exterior.</p>	NA	TBD	Cash Allowance Recommended			
A.8.2	<p>Amenities & Street Furniture:</p> <p>None identified.</p>		No upgrades required. Refer to A.8.1.	Throughout exterior.	NA	Varies	Facility Management Review			
							Cost Summary	\$0.00	\$0.00	\$0.00
							Total Cost A.8.0	\$0.00		

SECTION A PHOTOS: EXTERIOR ENVIRONMENTS



A1 Approach to facility: No separate public sidewalk is provided from site boundary to main entrance. Some areas of parking lot have significant slope. Building identification signage has strong colour contrast. Exterior site and facility identification signage is limited.



A2 Approach to facility: No separate public sidewalk is provided, as users must walk along drive aisle. Exterior site and facility identification signage is limited. Main entrance is not clearly marked with signage, however, design is prominent.



A3 View if main parking lot. Drive aisles are not clearly marked. No clearly marked or designated pedestrian walkways.



A4 Approach to facility: No separate public sidewalk is provided, linking site boundary with main entrance.



A5 Approach to facility: No separate public sidewalk is provided. Some areas have significant slope.



A6 View if main parking lot. Generally, parking space markings have faded.



A7 Only some parking spaces are marked.



A8 Two accessible parking spaces are provided in main parking lot.



A9 Accessible spaces are marked with pavement and wall-mounted signage. No access aisle is provided between two spaces and to prevent vehicle from blocking accessible route to main entrance when vehicle is parked (red circle area).



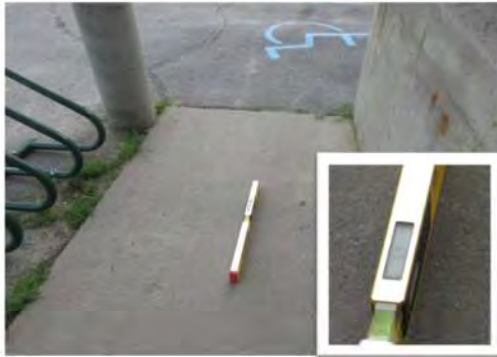
A10 View of approach to and from main entrance, adjacent to accessible parking spaces. Some minor disrepair between concrete and asphalt surfaces. Approach to accessible route can potentially be obstructed when vehicle is parked in space.



A11 No directional sign is provided to guide users to main accessible entrance. Placement of bicycle rack adjacent to accessible route results in potential bumping and tripping hazard.



A12 View of approach to and from main entrance. Surface of accessible route is in good condition.



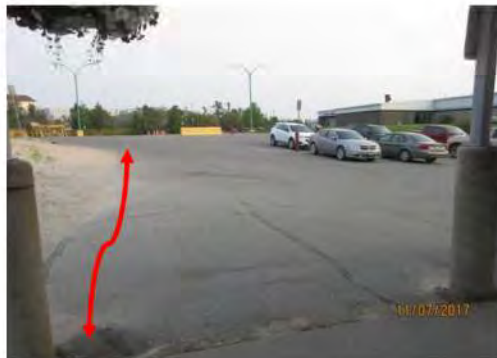
A13 Approach to main entrance from accessible parking spaces (lower section): Running slope is on-compliant at 5.9%.



A14 Approach to main entrance from accessible parking spaces (intermediate section): Running slope is on-compliant at 5.4%.



A15 Approach to main entrance from accessible parking spaces (top section): Running slope is on-compliant at 5.5%.



A16 Main Entrance: View towards parking lot. No separated pedestrian route or sidewalk is provided to link main entrance with site boundary.



A17 Approach to Main Entrance: Some settlement & heaving between concrete & asphalt surfaces, resulting in potential tripping hazard.



A18 Main Entrance: Stair handrail extensions are too short or not provided. No colour contrast is provided on stair nosings.



A19 Main Entrance: No colour contrast is provided on stair tread nosings. No tactile warning surface indicator is provided at top of stair landing.



A20 Top landing area of stair and ramp at main entrance. No tactile warning surface indicator is provided at top of stair landing.



A21 Main entrance: One door leaf is equipped with power door operator. Accessible door is not marked with International Symbol of Accessibility decal. Power door operator control is too small and difficult to identify.



A22 View of ramp, from top landing and main entrance area. Extensions at top landing are not provided but would also be potential bumping hazards.



A23 Ramp, top section (adj. to entrance): Running slope is too steep and non-compliant at 9.2%.



A24 Ramp, intermediate landing: Running slope is suitable at 7.6%.



A25 Ramp: Running slope is too steep at 8.9%, for section at lower end of ramp.



A26 Ramp: Running slope is technically non-compliant and too steep at 8.4%, however, it is assumed grating can potentially be adjusted.



A27 Ramp, bottom section: Running slope is suitable at entry point, at 7.7%.



A28 Ramp adjacent to main entrance. Handrail extension is not provided on one side.



A29 View looking towards exterior deck and patio area at rear of facility. View of exit door.



A30 View from accessible parking area looking towards exit stair.

SECTION B: INTERIOR ENVIRONMENTS

B.1.0 GENERAL COMMENTS

Interior Environments:

Due to overall conditions of this facility, with limited interior floor space that does not appear to allow for any immediate expansion related to accessibility upgrades (e.g., universal washroom / change rooms), the recommended short term focus for upgrades is to provide accessibility for visitor's related to primary circulation and any immediate upgrades to enhance accessibility or usability (e.g., power door operators, customer service issues etc.). Detailed review and design is required to address accessibility in washrooms and change rooms, as well as related areas for circulation, as there appears to be structural / architectural limitations based on original design.

The following summary observations were made at the time of the audit:

- (a) A unisex washroom is identified as accessible through door-mounted signage, however, features and amenities are typically non-compliant, including limited interior floor space. Overall design is not compliant with current accessible design standards/guidelines and expectations. An adjacent unisex washroom is provided and is not identified as accessible.
- (b) No lowered, accessible counter is provided at service counter.
- (c) Change Room features and amenities were not designed to address accessibility and floor space related to washroom and shower features are typically constrained with limited space.
- (d) Overall, additional strategies to accommodate users with varying types of disabilities will need to be considered by the City over the short term, including provision of accommodations for both staff and visitors based upon request, as well as continuing the use and provision of an accessible transfer lift / water wheelchair for the Pool and Whirlpool (Refer to Section D of this report for additional information).



SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.2.0 BUILDING ENTRANCES										
General Comments	Main door of entrance to the building is accessible, with level access off of a landing served by both stairs and a ramp. Main entrance doors for vestibule and foyer are equipped with a power door operator for users of mobility aids (e.g., one leaf of each set of double doors). Entrance vestibule/foyer consists of a set of 3 double-door systems.									
B.2.1	<p>Entrance Vestibule & Foyer: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Power operated doors are not marked with the International Symbol of Accessibility (ISA) decal.</p> <p>Level access, beveled threshold and door clear width is suitable at 860 mm (exterior door). Middle door between vestibule and foyer has increased clearance at 893 mm (e.g., door swings further back when activated). D-pull door hardware is suitable (exterior door) and glazing is suitable, provided at top and bottom (all doors).</p> <p>Where pull plate hardware is not accessible, power door operators are provided.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B1, B2, B3, B4, B5	Ensure accessible doors are marked with ISA decals (both sides).	Main entrance	\$150.00 Cash Allowance	3 doors		\$150.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.2.2	<p>Power door operator (PDO) controls:</p> <p>PDO controls are mounted at suitable height between 920 to 960 mm above floor/ground, however, they are typically too small and mounted on door jambs and/or are not mounted clear of any adjacent door swing for safe use.</p> <p>Note: Activated doors are typically the opposite door away from the PDO where doors swing towards controls. No immediate hazards were identified.</p>	B1, B2, B4, B5	<p>With extensive glazing on all doors, users on both sides can see each other and prevent potential bumping hazards where door swings towards a user who may be activating PDO on other side.</p> <p>At time of audit, all PDO controls were in good working order. If PDO's reach end of life cycle, replace with larger controls and re-mount (e.g., provide new PDO controls, exterior and interior sides, 600 mm (min) to 1500 mm (max), clear of any inside corner or door swing. Re-adjust all door opening / closing timing as required.</p> <p>Note: It does not appear to be feasible to upgrade PDO controls if facility is being replaced within a short time period. Facility replacement was identified based on feedback from Facility Manager.</p>	Main entrance. (exterior & interior sides of double doors)	\$350.00 ea. (PDO)	Varies	Cash Allowance Recommended			
							Cost Summary	\$150.00	\$0.00	\$0.00
							Total Cost B.2.0	\$150.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.3.0 MAIN RECEPTION AREAS & LOBBIES										
B.3.1	<p>Reception Counter:</p> <p>No lowered section is provided with required knee space clearance below provided. Top surface of counter is 1050 mm high above floor, which allows standing use only.</p> <p>Open window used for transactions and speaking through is cluttered with equipment and supplies.</p>	B13, B14, B15	<p>Provide lowered accessible service counter.</p> <p>Alternatively, provide an option such as a lowered shelf and/or clipboard, combined with staff training on customer services for users with disabilities.</p> <p>This may not be a high priority if facility is phased out. A cash allowance is identified but is not carried as part of budget.</p>	Service Counter, entrance lobby.	\$2,500.00	1	Policy / Practice / Procedure Review			
B.3.2	<p>Reception Counter:</p> <p>No assistive listening device identified through signage (e.g., no International Symbol for Hearing Loss pictograph was identified, to indicate the availability of an ALD), for service counters.</p>	B13, B14, B15	<p>Provide assistive listening device (ALD) with required information signage (e.g., International Symbol for Hearing Loss), for service counter. A portable system may be suitable for use at all counters.</p> <p>This may not be a high priority if facility is phased out. A cash allowance is identified but is not carried as part of budget.</p> <p>Note: A portable "UbiDuo" machine to facilitate one on one communication with people who are Deaf or hard of hearing may be more suitable to share across Departments. This device has also been successfully implemented by other municipalities across Canada.</p> <p>Refer to: https://www.scomm.com/product/ubiduo-2-wireless/</p>	Service Counter, entrance lobby.	\$3,500.00 (ALD) Cash Allowance	1	Policy / Practice / Procedure Review			
B.3.3	<p>Bench Seating:</p> <p>Top surface of benches (e.g., plastic, beige colour) is typically too low at 422 mm.</p> <p>Two (2) benches are provided.</p>	B8, B9	<p>Provide one accessible bench with back & arm support.</p> <p>This may not be a high priority if facility is phased out. A cash allowance is identified but is not carried as part of budget.</p>	Entrance lobby.	\$2,500.00 Cash Allowance	Varies	Facility Management Review			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.3.4	Wall Projection: Lower coat hooks project more than 100 mm with no cane detectable side walls.	B18	Install cane detectable side walls at lowered coat hooks and/or "wing walls". Alternatively, remove and re-locate coat hooks where they would not be a bumping / projection hazard.	Entrance lobby/corridor to washrooms.	\$750.00	NA	Cash Allowance Recommended	\$750.00		
B.3.5	Floor Surfaces: No problems identified with ceramic tile flooring at the time of audit. Floor reflects some glare but it is not considered excessive.	B4 to B9, B12, B13	Ensure flooring conditions are routinely monitored and maintained (e.g., matting provided and inspected) in order to prevent any potential slipping and tripping hazards. Ensure flooring surface is not highly polished and that a matte finish is maintained.	Entrance lobby / vestibule & corridor.	NA	NA	Maintenance Required			
B.3.6	Display Boards, Awareness & Alternate Formats: Some lowered sections of bulletin boards are mounted too high, above 1100 mm and most information is not legible for users of wheeled mobility aids due to mounting height.	B6, B12, B18	Lower bulletin boards and/or provide key information at accessible height.	Entrance lobby/corridor.	NA	1 (Ongoing Training Modules)	Staff Training / Awareness			
			Ensure posted information addresses accessibility issues for communications / print documentation etc.	Throughout interior.						
			Provide all priority information and/or brochures to be displayed at accessible height and lower eye / reach level.							
			Ensure staff at this location are provided with disability awareness / sensitivity training as part of City's broader and ongoing staff training initiatives. No Cash Allowance for training of key Staff at this location is provided at this time.							
			If required, City should consider providing information re: accessibility conditions online, to assist users with understanding conditions, including areas where full access may not be available (e.g., 2nd floor). Provide future accommodations as required and based on request.	Website.	Internal	Coordinate with Ongoing website upgrades.	Policy / Practice / Procedure Review			
Cost Summary								\$750.00	\$0.00	\$0.00
Total Cost B.3.0								\$750.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.4.0 INTERIOR CIRCULATION ROUTES & CORRIDORS										
General Comments:	Generally, main circulation routes and corridors relate to the Change Room, as identified in Section D of this report.									
B.4.1	Clear Width: Main entrance lobby area provides ample clear width for circulation and is generally open concept. No problems identified, with the exception of temporary barriers due to storage of equipment.	B9, B12	No upgrades required.	Entrance Lobby.	NA	NA				
B.4.2	Clear width: Corridor to washrooms is limited clear width at only 1009 mm. Clear turning space is provided at one end only (when entering) and users would need to back-out, if washrooms are occupied and since there is not enough space to change direction and turn around. Due to limited clear width of corridor, there is also no clear wall space at latch side of entrance door to accessible unisex washroom.	B19	No upgrades recommended/required due to structural limitations (e.g., existing concrete block walls and limited floor space adjacent for expansion). Refer to Section 9.0 re: washroom upgrades.	Corridor to washrooms (adj. to Pool Office).	NA	NA	Facility Management Review			
B.4.3	Floor Surfaces: No problems identified with ceramic tile flooring at the time of audit. Floor reflects some glare but it is not considered excessive.	B4 to B9, B12, B13	Refer to B.3.5. Ensure flooring surfaces are not highly polished in order to prevent potential slipping hazards and problems with glare.	Entrance vestibule, lobby / corridors (typical).	NA	NA	Maintenance Required			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost B.4.0								\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.5.0 DOORS & DOORWAYS										
General Comments	Additional doors related to other spaces such as the Pool Office and Changing Room areas are addressed in Section D of this report.									
B.5.1	<p>Clear door width:</p> <p>Glass door clear width (emergency exit) was not measured (e.g., signage on door).</p> <p>Window wall: adjacent glazing is not clearly marked to prevent potential bumping hazards. However, furniture and signage placement does minimize impact for some sections of glazing.</p>	B10, B11	<p>Install colour contrasted strips (50 MM wide min) across full span of glazing, between 1350 to 1500 mm high), to ensure no bumping hazards, especially for users with vision loss. An additional strip, mounted at lower level, between 850 to 1000 mm is recommended.</p> <p>Note: Clear door width to be validated by Facility Management. Assumption is that no upgrade is required over the short term due to limited use and recognizing facility is scheduled to be phased out.</p>	Viewing Area, exit door (glass).	\$1,500.00 Cash Allowance	Varies	Facility Management Review	\$1,500.00		
B.5.2	<p>Main Entrance(s): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>822 mm clear width is limited. A power door operator (PDO) is provided. PDO control (interior side of change room vestibule) is too small and mounted on door jamb.</p> <p>Door is not marked with International Symbol of Accessibility decal (ISA), both sides.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B16, B17	<p>Consider removing doorway and providing a secured access gate, with power operator and controls.</p> <p>If door is not upgraded with gate, ensure accessible door is marked with ISA decals (both sides), since it is equipped with power door operator. Provide new PDO control (interior side), 150 mm diameter (minimum) with ISA decal/markings.</p> <p>Long Term:</p> <p>Remove sidelight and provide increased clear door width to 860 mm (minimum).</p> <p>This may not be a high priority if facility is phased out. A cash allowance is identified but is <u>not carried as part of budget.</u></p>	Entrance to Change Rooms (secured).	\$50.00 (decals) \$750.00 (PDO control)	2	Facility Management Review	\$800.00		
Cost Summary								\$2,300.00	\$0.00	\$0.00
Total Cost B.5.0								\$2,300.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)			
								P1 Short-Term	P2 Medium-Term	P3 Long-Term	
B.6.0 RAMPS											
General Comments	None provided at this location.										
								Cost Summary	\$0.00	\$0.00	\$0.00
								Total Cost B.6.0	\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.7.0 STAIRS & STEPS										
General Comments	No stairs are provided at this location, for interior areas. Stairs related to Pool deck were reviewed in Section D of this report.									
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost B.7.0								\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.8.0 ELEVATORS, LIFTS & ESCALATORS										
General Comments	None provided at this location. Facility is one floor level only, with the exception of the basement which is predominantly used for mechanical / equipment areas.									

Cost Summary	\$0.00	\$0.00	\$0.00
Total Cost B.8.0	\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.0 WASHROOM FACILITIES										
General Comments	<p>One unisex washroom is identified as accessible through door mounted signage at entrance, which also includes the International Symbol of Accessibility. Unisex accessible washroom is 1794 mm depth by 2340 mm wide. Adjacent unisex washroom is not accessible (Refer to Photo B20).</p> <p>Overall, there does not appear to be any additional space to provide a separate, universal washroom where existing washrooms are provided, unless existing washrooms are re-constructed to provide a single facility or additional expansion options are explored for using some floor space that is currently part of the entrance lobby and Viewing Area.</p> <p>Change Room Washrooms: For issues related to washroom facilities in Change Rooms, refer to Section D of this report. Generally, these washrooms are intended to have accessibility features, however, they are typically not compliant with current requirements and expectations. Detailed design and accessibility upgrades are required.</p>									
B.9.1	<p>Main Entrance(s): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear width of 840 is suitable for existing condition. Door is difficult to open manually due to opening force required (e.g., exceeds 5 pounds of force). No wall / floor space clearance at latch side of door is provided. No power door operator is provided.</p> <p>Knob door hardware is not accessible. Key access is required, which is not accessible (e.g., requires twisting, turning of wrist).</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B19	<p>Provide new power door operator (and locking mechanism), with large size PDO controls (exterior and interior sides), mounted 600 mm (min) to 1500 mm (max) clear of any inside corner or door swing. Mark door with International Symbol of Accessibility decal.</p> <p>Notes:</p> <ol style="list-style-type: none"> 1. A power door operator is required due to lack of clear wall / floor space at latch side of door. 2. Full upgrade of door is not considered feasible, due to overall design constraints related to corridor and interior floor space of this washroom. 	Unisex accessible washroom (off of entrance lobby).	\$3,500.00	1		\$3,500.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.2	<p>Interior Floor space and Amenities:</p> <p>No clear turning circle of 1500 mm (minimum) is provided inside. Transfer space at side of toilet is too small at 760 mm wide.</p> <p>Centreline of toilet is too far from side wall at 572 mm. Toilet paper dispenser is mounted too high (700 mm) and too far (472 mm reach +/-) from front edge of toilet seat. Manual toilet flush control is not on transfer side of toilet. No toilet seat cover is provided.</p> <p>Angled grab bar at side of toilet is not preferred. Rear grab bar is suitable at 209 mm above tank.</p> <p>Interior light switch is mounted too high at 1314 mm.</p>	B21, B22, B23	<p>Short Term:</p> <p>Provide occupancy sensor (preferred) and/or lower existing light switch.</p> <p>Replace toilet to provide flush handle on transfer side and/or provide automatic flush control.</p> <p>Relocate toilet to provide centreline 460-480 mm from wall.</p> <p>Provide toilet seat cover.</p> <p>Replace side angled grab bar with an L-shaped grab bar.</p> <p>Relocate toilet paper dispenser as required.</p> <p>Install pipe protection/covers below sink. A smaller sink would be preferred to assist with maneuverability. Coordinate with suitable mirror (lower edge at 1000 mm maximum).</p> <p>Provide lowered soap dispenser.</p> <p>Provide an accessible coat hook.</p>	Unisex accessible washroom (off of entrance lobby).	\$5,000.00 Cash Allowance	Varies	Facility Management Review	\$5,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.3	<p>Provision:</p> <p>No compliant accessible washroom, change room or shower facilities identified for this location.</p> <p>Refer to Section D, for issues identified for Change Rooms, including accessible washrooms, showers and change room amenities.</p>	B18 to B23	<p>Long Term: Combine both washrooms to provide one (1) combination Family Change Room, Washroom and Shower facility. Entrance door may need to be off of lobby area (e.g., removal of existing corridor is assumed).</p> <p>Detailed design and review is required, including consideration of expansion options, and/or upgrading one washroom only. There does not appear to be any other location to provide washroom facilities based on limited interior floor space at this location.</p> <p>This may not be a high priority if facility is phased out. A cash allowance is identified but is not carried as part of budget.</p>	Unisex accessible washroom & Unisex washroom (off of entrance lobby).	\$30,000.00	1	Detailed Study Required			
B.9.4	<p>Lavatory:</p> <p>Lever blade faucet is suitable. Soap dispenser is mounted too high. Lower edge/reflective surface of mirror is at 1000 mm high max.</p> <p>Generally, limited clear floor space is provided in front of lavatory and a side approach only is available.</p> <p>Note: 820 mm top surface, with 715 mm high knee space below is suitable, including width/depth req'ts. Pipes below are not covered to protect users.</p>	B23	<p>Refer to B.9.2.</p> <p>No upgrade is recommended over the short term.</p>	Men's & Women's washrooms, 1st floor.	NA	NA				
Cost Summary								\$8,500.00	\$0.00	\$0.00
Total Cost B.9.0								\$8,500.00		

SECTION B PHOTOS: INTERIOR ENVIRONMENTS



B1 Main entrance: Level access is provided off of landing serving stair/ramp. PDO control is small (typical) and mounted on window mullion where door swings towards control and user.



B2 Exterior door: Suitable clear width is provided. PDO control is small (typical) and mounted on door jamb (typical).



B3 Main entrance: Level access is provided. Beveled threshold is suitable.



B4 Middle door, between vestibule & foyer: Suitable clear width is provided. PDO control is small (typical) and mounted on door jamb (typical).



B5 Main entrance: PDO control is too small and mounted on door jamb.



B6 View of entrance to Pool Change Rooms: Power door operator is provided. Door is not marked with international symbol of accessibility decal. Generally, information on display is posted too high.



B7 View of approach to main entrance and entrance to Office.



B8 Viewing Area: No arm rest options provided for bench seating. Seating surface is typically too low.



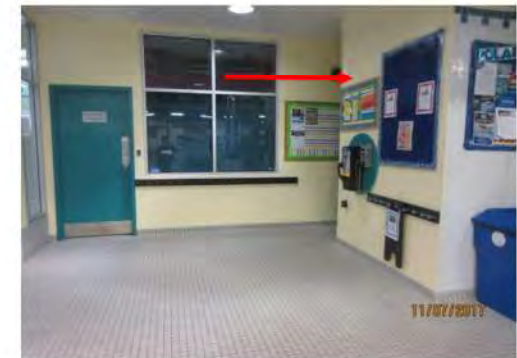
B9 Viewing Area: Generally, floor space is very well maintained. No major problems were identified. bench seating. Bench seating surface is typically too low.



B10 Viewing Area: No arm rest options provided for bench seating. Potential rest area and transfer space beside bench is temporarily obstructed by signage.



B11 Viewing Area: Glazing is not marked to prevent potential bumping hazards especially for users with vision loss. Glass entry/exit door and adjacent glazing is difficult to identify, especially for users with vision loss.



B12 Viewing Area: Generally, information on display boards is posted too high.



B13 View of service counter. No overhead signage is provided to identify service counter, however, design is prominent and counter is highly visible upon entering. No accessible counter or assistive listening device is provided.



B14 Service counter: No accessible counter provided. At time of audit, power door operator was not turned on when tested by activating PDO control.



B15 Service counter: Window for communication is cluttered with equipment / supplies. No assistive listening device is provided at service counter for users with hearing loss.



B16 Entry vestibule to Change Rooms & Staff Areas (exterior side): Clear door width is limited.



B17 Entry vestibule to Change Rooms & Staff Areas (interior side): PDO control is small and mounted on door jamb.



B18 Viewing Area: Coat hooks project into adjacent accessible route and approach to washrooms. Generally, information on display boards is posted too high.



B19 Corridor and approach to washrooms. Limited clear width provided throughout corridor. No wall clearance at latch side of door is provided (Red arrow). No power door operator is provided.



B20 Unisex washroom: Not identified as accessible through door mounted signage. Interior floor space is very limited. Grab bars are provided at toilet.



B21 Unisex accessible washroom: Generally, interior floor space is non-compliant and limited clear turning circle (less than 1500 mm), as well as interior amenities. Manual flush control is not on transfer side of toilet. Transfer space at side of toilet is too small.



B22 Unisex Accessible washroom: Door swings inwards, which limits maneuverability when entering / exiting. Limited interior floor space, including area in front of lavatory, which generally allows side approach only.



B23 Unisex Accessible washroom: Some interior amenities are non-compliant and overall, maneuverability is problematic due to limited interior floor space, including area in front of lavatory.

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

C.1.0 GENERAL COMMENTS

Building Systems, Controls and Communications:

Key elements reviewed in this section include: Exterior and Interior Lighting, Interior Signage & Wayfinding, Emergency Systems and Public Amenities.

The following summary observations were made at the time of the audit:

- (a) It appears interior lighting is centrally controlled and operated by Staff only, for main areas such as Pool.
- (b) Generally, interior signage and wayfinding system is not provided. Typical signage is dated, with limited and/or no accessible design features integrated. However, facility is very small, with staff immediately available at the service counter, therefore, any major wayfinding system is not expected. Washrooms available adjacent to entrance lobby may be difficult to identify, since entrances with signage are located down a corridor and they are not immediately identifiable.
- (c) No visual alarms for users with hearing loss were identified. Dire alarm pull stations are typically mounted too high for users of wheeled mobility aids (e.g., wheelchairs / scooters).
- (d) Accessible public amenities are typically provided at this location, however, accessible design features are inconsistent and some non-compliance is identified in this report, such as operating controls and/or temporary barriers that may obstruct approach and use of amenities.



SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.2.0 EXTERIOR LIGHTING										
C.2.1	Lighting Levels: Night time light levels were not reviewed as part of the scope of this project. To be validated by Facility Manager.		A formal review of exterior lighting conditions to be conducted by Facility Manager during night-time conditions.	Throughout exterior.	\$350.00 Cash Allowance (External Study)	1	Facility Management Review	\$350.00		
Cost Summary								\$350.00	\$0.00	\$0.00
Total Cost C.2.0								\$350.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.3.0 INTERIOR LIGHTING										
C.3.1	<p>General:</p> <p>Lighting levels appeared to be suitable where they were observable at time of audit. Some areas were not illuminated at time of audit but suitable fixtures and task lighting options appeared to be in place.</p>		<p>No upgrades identified.</p> <p>Interior lighting conditions to be validated by Facility Manager (if required).</p>	Various locations, throughout interior.	NA	NA	Facility Management Review			
C.3.2	<p>Lighting controls:</p> <p>Typically, appear to be centrally controlled for public areas and Pool (e.g., no switches).</p> <p>Light switch in unisex accessible washroom is mounted too high, at 1314 mm.</p>		<p>No upgrades recommended at this time. No cash allowance is identified at this time.</p> <p>When interior areas are retrofitted in future and/or based on staff requests for accommodation (e.g., office areas), lower light switches between 900 - 1000 mm and upgrade to "rocker" style switches during future interior upgrades (and not to exceed 1200 mm high from floor). Provide occupancy sensor controls where suitable.</p> <p>Prioritize lowering where switches are independently controlled by public or staff and where they are located along accessible routes. Patch and repair surfaces as required.</p>	<p>Various locations, throughout interior.</p> <p>Unisex accessible washroom (sampled).</p>	\$1,500.00 ea. (lowering)	Varies	Facility Management Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost C.3.0								\$0.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.4.0 INTERIOR SIGNAGE & WAYFINDING										
General Comments	However, facility is very small, with staff immediately available at the service counter, therefore, any major signage / wayfinding system is not expected. Washrooms available adjacent to entrance lobby may be difficult to identify, since entrances with signage are located down a corridor and they are not immediately identifiable.									
C.4.1	<p>Signage system:</p> <p>Generally dated, limited and/or no accessibility features provided. No accessible room identification signage was identified. Some room identification/directional signage is too small or not identifiable from a distance (e.g., for washrooms) and does not have accessibility features (e.g., required mounting locations, braille/tactile features).</p> <p>No overhead signage is provided for key amenities (e.g., service counter, washrooms, drinking fountain) for those unfamiliar with the facility.</p> <p>Some posted information signs are temporary and may cause visual clutter (e.g., entrance lobby).</p>	B13 C3, C4, C5	<p>A preliminary cash allowance specific to implementation of accessible overhead & identification signage is recommended at this time.</p> <p>Conduct a detailed and coordinated signage & wayfinding study for all facilities, City-wide, based on accessibility audit findings for the portfolio as a whole.</p> <p>Implement interior signage upgrades according to requirements of current Accessibility Design Guidelines/standards & best practices. City should develop formalized Guidelines and strategies (e.g., use of pictograms, colour contrast, print size etc.). Detailed Study and Review is required prior to implementation to ensure consistency and whether feasible, recognizing this facility is scheduled for replacement. Upgrades should be prioritized for higher use public areas and amenities (e.g., washrooms). Existing signage system can be upgraded over the long term, if areas of the facility are renovated (e.g., washrooms / change rooms). Based on size of facility, no cash allowance is recommended for a study/review related to this facility.</p>	Service Counter, Washrooms and Drinking Fountain (entrance lobby).	\$2,500.00	NA	Facility Management Review	\$2,500.00		
							Cost Summary	\$2,500.00	\$0.00	\$0.00
							Total Cost C.4.0	\$2,500.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.0 EMERGENCY SYSTEMS - FIRE & LIFE SAFETY ISSUES										
General Comments	A fire alarm system was identified for this facility, with fire pull stations provided at key locations.									
C.5.1	<p>Fire alarm pull stations:</p> <p>Typically mounted too high for reach by users of mobility aids, at 1552 mm or higher.</p> <p>(Sampled at main entrance lobby, interior side of foyer door, adjacent to Office).</p>	C2	<p>Lower fire alarm pull station controls that are provided along accessible routes, as interior upgrades are implemented over time.</p> <p>Patch and repair previous mounting locations.</p> <p>No Cash Allowance is identified at this time.</p>	Various locations, throughout interior.	\$1,500.00 ea.	Varies	Facility Management Review			
C.5.2	<p>Visual alarms:</p> <p>None provided for users who are Deaf.</p>		<p>Integrate and coordinate installation of visual alarm strobes to accommodate users who are deaf (assumed existing system can be adapted). Placement of visual alarms to be determined based on detailed review of current alarm system. To be validated by Facility Manager if existing system can be upgraded.</p> <p>No Cash Allowance is identified at this time. To be coordinated if upgrades implemented (e.g., prioritized and costed as part of new universal washroom if provided).</p>	<p>Throughout interior.</p> <p>Universal Washroom (Proposed, adj., to entrance lobby)</p>	NA	NA	Detailed Study Required			

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.3	<p>Evacuation procedures:</p> <p>None formally identified during audit.</p> <p>Fire & Life Safety: No posted plan was identified, specifically referencing accessibility.</p> <p>Stair access only appears to be provided at rear of facility (west side).</p> <p>Note: Emergency Exit from Pool Deck to Viewing Area (entrance lobby) was not opened, due to emergency signage posted on door.</p>	A29, A30	<p>City and Facility Manager to validate formal emergency evacuation policies, procedures and practices at this location, including means of egress for users of mobility aids and people with varying disabilities. This includes addressing evacuation from areas where there is no direct exit to grade (e.g., rear area of Pool) and posting of information for Visitor's to the building and Staff, as required.</p> <p>Provide Staff Training and Awareness as required, over both the short and long terms.</p> <p>Note: Coordinate training with development of internal policies and related procedures. Coordinate and Consult with City Fire Department / personnel.</p>	<p>Throughout interior.</p> <p>Exit door from Pool (entrance lobby).</p>	NA	NA	Policy / Practice / Procedure Review			
							Cost Summary	\$0.00	\$0.00	\$0.00
							Total Cost C.5.0	\$0.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.6.0 PUBLIC AMENITIES - PUBLIC TELEPHONES, DRINKING FOUNTAINS, ETC.										
C.6.1	<p>Drinking Fountain:</p> <p>An accessible drinking fountain is provided. Approach was temporarily obstructed due to placement of bin / equipment. Location of fountain is difficult to identify.</p> <p>Suitable clear knee space is provided below at 685 mm high, with top surface at 783 mm. Operating controls at 727 mm high.</p>	C5	<p>Provide overhead identification signage.</p> <p>Remove temporary obstructions.</p> <p>No other upgrades required.</p>	Entrance lobby / service counter area.	\$500.00 Cash Allowance	NA	Maintenance Required	\$500.00		
C.6.2	<p>Public Telephone:</p> <p>Partial operating controls are typically mounted too high, with some exceeding 1200 mm, measured at 1330 mm.</p> <p>Lower edge is not cane detectable for users with vision loss when approaching from sides.</p>	C3	<p>With phone service provider, City to coordinate the upgrade of existing public telephone to include lowering and/or new phone with updated accessible features for people with a hearing loss and others. Provide suitable identification signage, with International Symbol of Hearing Loss pictogram mounted overhead.</p> <p>Ensure lower edge is cane detectable (both sides) and/or install wing walls.</p>	Entrance Lobby.	Service Provider	1	Facility Management Review			
C.6.3	<p>Accessible Vending Machines:</p> <p>None provided. Top operating control measured at 1209 mm. Lower vending slot is suitable at 484 mm high, however, it requires users to reach in and down to obtain container which is difficult for users with limited manual dexterity.</p>	C1	<p>City to consider replacement of existing and/or provision of additional vending machines with accessibility features. To be validated with supplier.</p> <p>Note: Adjustment of legs of machine may be an option to address upper reach range issues. Replacement of vending slot may also be option with supplier.</p>	Entrance Lobby.	NA	NA	Facility Management Review			
Cost Summary								\$500.00	\$0.00	\$0.00
Total Cost C.6.0								\$500.00		

SECTION C PHOTOS: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS



C1 All operating controls are not accessible for existing vending machine (e.g., some upper controls exceed 1200 mm max).



C2 Entrance Foyer, Fire pull is mounted too high, at 1500 mm +.



C3 Some telephone controls are mounted too high, above 1200 mm from floor. Lower edge is not cane detectable for users with vision loss when approaching from sides. No overhead signage is provided at corridor to washrooms to assist with their identification.



C4 Generally, space identification signage is dated and/or temporary, with no accessibility features provided (e.g., braille / tactile).



C5 An accessible drinking fountain is provided adjacent to service counter but may be difficult to identify due to limited signage. Approach is temporarily obstructed by placement of recycling bin and cleaning equipment.

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

D.1.0 GENERAL COMMENTS

Special Facilities, Spaces and Environments:

This section reviews accessibility features related to:

1. Pool and Related Amenities;
2. Change Rooms; and
3. Staff Offices / Work Areas.

Due to limited accessibility features and amenities provided at this location as part of its original design and considering the age of this facility, extensive renovations are required to address current accessible design requirements. As a result, for many upgrades, detailed review and design is required and costing would require additional feasibility studies and/or analysis. No Cash Allowance is identified for some recommended upgrades as identified in this report. This facility was also identified as being replaced in the near future.



The following summary observations were made at the time of the audit:

- (a) A visual audit of pool areas was primarily conducted since it was very busy at time of audit and to protect privacy of users. A review of Women's Change Room was not conducted since it was occupied at time of audit. Based on a review of floor plans, it was assumed design features were typically the same as in Men's Change Room.
- (b) There are two (2) Change Rooms provided in total, one for Men and one for Women. These change rooms are intended to provide accessible features / amenities, however, they are typically non-compliant to current accessibility requirements and expectations. Overall, it appears that there is limited interior floor space for any reconfiguration and expansion would be required (e.g., a new addition for programming space). Detailed review and design is required related to potential upgrades for typical Pool amenities, including Change Rooms.
- (c) To meet current accessibility requirements and best practices, extensive renovation of the Pool and interior facilities is required, including accessible ramping systems for access into and out of the pool / whirlpool, or as part of circulation around the pool deck, where there are significant elevation changes in some areas, as well as to Solarium / Sun Deck Areas at the rear of the facility.

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)			
								P1 Short-Term	P2 Medium-Term	P3 Long-Term	
D.2.0 ASSEMBLY AREAS, ACTIVITY ROOMS & MEETING ROOMS											
General Comments	No assembly areas, activity rooms or meeting rooms were identified at this facility.										
								Cost Summary	\$0.00	\$0.00	\$0.00
								Total Cost D.2.0	\$0.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.3.0 OFFICE ENVIRONMENTS										
General Comments	<p>Pool Office was locked at time of audit. Some assumptions were made to identify potential accessibility upgrades, based on a detailed review of other areas and where similar design features may have been identified (e.g., doors and doorways).</p> <p>Generally, administrative office has potential floor space for circulation by users of wheeled mobility aids, based on a review of floor plans.</p> <p>However, accommodations would need to be made with existing furniture, if flexible and if it could be re-arranged for staff or visitors with disabilities as required.</p>									
D.3.1	<p>Main Entrance(s): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Entrance door clear width is too narrow at 840 mm or less (assumed - door was locked at time of audit). Clearance is suitable for existing condition.</p> <p>Knob door hardware is not accessible. Door mounted signage is not accessible.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	D31	<p>No upgrade is recommended over the short term.</p> <p>Typically, floor space and furniture in office appears to be flexible for some accommodations to be made.</p> <p>No power door operators are recommended at this time, unless based on staff request for accommodation, and / or if a high level of public use is expected.</p> <p>Upgrade is not considered a high priority at this time, since space appears to have limited public use.</p> <p>A cash allowance is identified for potential upgrades but is not applied to final budget at this time.</p>	Pool Office.	<p>\$10,000.00</p> <p>(door & hardware replacement)</p> <p>\$500.00</p> <p>(lever hardware set)</p> <p>Optional: \$3,500.00 (power door operator)</p>	1	Facility Management Review			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.4.0 POOLS, SPAS & SPLASH PADS										
General Comments	Generally, accessible design features of pool are limited and/or not provided. No ramping systems are provided to key areas of the pool, including where there are elevation changes. Existing sloped routes are not compliant and/or are not designed as formal ramping systems (e.g., north and east side of pool deck).									
D.4.1	<p>Entry and Exit Points:</p> <p>No accessible ramp system is provided for access into main pool. A partial, sloped route is provided at Learner's Pool but it is not compliant.</p>	D30	<p>A pool transfer lift and/or use of a water wheelchair appears to be available for short term accommodations.</p> <p>A cash allowance is identified if a new pool lift is required, however, it is not carried as part of the final budget estimate.</p> <p>Ensure lift is located where water level does not exceed 1220 mm and provide clear deck space for suitable transfer to the seat of the lift. Ensure pool lift complies with best practices.</p> <p>Extensive renovation of Pool would be required for accessibility. There is also limited space on pool deck for ramping.</p>	Pool.	\$7,500.00	1 (Portable Pool Lift System)	Policy / Practice / Procedure Review			
D.4.2	<p>Entry and Exit Points:</p> <p>Stair access only is provided into Whirlpool, which is elevated. A transfer lift is available.</p> <p>Some treads of steps have partial, colour contrasted nosings that typically do not extend full width of stair.</p>	D28	<p>Extensive renovation of Whirlpool would be required for full accessibility compliance. There is also limited space on pool deck for ramping.</p> <p>Provide colour contrasted and non-slip tread nosings on all steps consistently, extending full width of steps. Provide as part of annual upgrades (e.g., painting and related maintenance).</p> <p>A Cash Allowance is recommended for short term, while Pool continues to operate.</p>	Whirlpool.	\$3,000.00 Cash Allowance	Varies	Maintenance Required	\$3,000.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.4.3	<p>Pool Deck:</p> <p>Generally, accessible routes are partially provided around south, west and east sides of pool deck.</p> <p>When approaching north side of pool, deck is elevated significantly and sloped routes are not fully compliant for required accessible ramping systems. This includes the provision of a handrail typically on one side only.</p>	D27, D29	No upgrade is recommended at this time. A complete re-design of sections of pool decking would be required to address accessibility and would need coordination with other upgrades (e.g., access into and out of Pool areas, Solarium, Sun Deck etc.).	Pool Deck (varies).	NA	NA				
D.4.4	<p>Accommodations & Awareness:</p> <p>Staff Training to be validated by Facility Manager, including accommodating users with varying types of disabilities in pool recreational environment.</p>		<p>Ensure staff at this location are provided with training on how to use accessible equipment and how to interact and be aware and sensitive to the diverse needs of all users.</p> <p>Staff to provide accommodations as requested. Coordinate with ongoing staff customer service training, conducted for recreation facility staff on an ongoing basis.</p>	All Staff.	NA	NA	Staff Training / Awareness			
Cost Summary								\$3,000.00	\$0.00	\$0.00
Total Cost D.4.0								\$3,000.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.5.0 DRESSING & CHANGE ROOMS										
General Comments:	<p>There are two (2) multiple occupancy Change Rooms provided, one for Men and one for Women.</p> <p>Each change room share a centralized washroom and shower space, located at the ends of the rooms. Change rooms are not identified as accessible through signage, however, some accessible amenities or features are intended to be provided but are typically not compliant to meet current accessibility requirements or expectations.</p> <p>Men's Change Room was sampled for typical conditions. Women's Change Room was occupied at time of audit.</p>									
D.5.1	<p>Entrance: Men's</p> <p>Door less entry with corridor, 1193 mm clear width.</p> <p>This reduces to 979 mm clear width, where entrance corridor meets first set of lockers.</p>	D10	<p>No upgrade is recommended over the short term.</p> <p>Provide public accommodations based upon request, including assistance where clear width for circulation may be limited.</p> <p>Expansion of floor space would not be readily achievable based on existing location of door less entrance corridors to change rooms, vestibule configuration and due to structural limitations (e.g., existing concrete block walls and limited floor space adjacent for expansion).</p>	Men's Change Room (sampled).	NA	NA	Policy / Practice / Procedure Review			
D.5.2	<p>Entrance: Women's</p> <p>Door less entry with corridor, 1182 mm clear width, where measured (close to entry point).</p>	D9	Refer to D.5.1.	Women's Change Room.	NA	NA	Policy / Practice / Procedure Review			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.5.6	<p>Washroom Features: Stall, Lavatory, Urinal and Amenities:</p> <p>Design appears dated. Clear door width at 832 mm is suitable, but door does not self-close.</p> <p>Toilet stall dimensions are very limited and non-compliant at 1448 mm depth by 1439 mm width. No clear turning circle of 1500 mm (min) is provided. Transfer space at side of toilet is non-compliant at</p> <p>Angled grab bar at side of toilet is not preferred. Coat hook is too high at 1400 mm +. Toilet seat height is suitable at 450 mm.</p> <p>Lavatory: Top surface height at 864 mm is suitable for an existing condition. Knee space clearance is non-compliant at 659 mm high at depth of less than 200 mm min. (e.g., due to pipe location below). Lever faucet control / lowered mirror & auto hand-dryer are suitable.</p>	D18, D19, D20, D21, D22	<p>Consider addressing minor upgrades over short term as follows: (Detailed review required to confirm best practices during implementation)</p> <ol style="list-style-type: none"> 1. Adjust door self-closing hinges and check all operating hardware to ensure in working condition, including provision of lowered coat hook. 2. Install new or relocate existing toilet paper dispenser at compliant height at 600 mm maximum above floor, 300 mm maximum in front of seat. Install toilet seat cover for support. 3. Lavatory: Adjust knee space clearances below (e.g., reconfigure piping). Install pipe protection. Provide accessible soap dispenser. <p>Notes:</p> <ol style="list-style-type: none"> 1. Assumed same conditions for Women's Change Room. 2. Removal of adjacent stall would be required to provide an accessible stall in general. 	Men's Change Room (sampled).	\$3,000.00 Cash Allowance	2 General Upgrades	Staff Training / Awareness	\$6,000.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.5.7	<p>Shower:</p> <p>Level access is provided to multiple-occupancy shower area. Clear width of 1109 mm is provided at main entry point into shower area from Change Room, which is suitable. However, no shower with accessible controls / seating was identified and generally, clear floor space is limited since shower area accommodates multiple users.</p>	D23, D24	<p>Provide public accommodations based upon request, including assistance with circulation.</p> <p>Consider addressing minor upgrades over short term as follows:</p> <p>1. Provide at least one (1) accessible handheld shower control system and related amenities, including shower seat and/or shower wheelchair (accommodations may differ).</p> <p>Note: Assumed same conditions for Women's Change Room.</p>	Men's Change Room (sampled).	\$1,500.00 Cash Allowance	2 General Upgrades	Staff Training / Awareness	\$3,000.00		
Cost Summary								\$12,000.00	\$0.00	\$0.00
Total Cost D.5.0								\$12,000.00		

SECTION D PHOTOS: SPECIAL FACILITIES, SPACES & ENVIRONMENTS



D1 Entrance vestibule area, leading to Men's & Women's Change Rooms and Staff Work Area. Floor space is very limited.



D2 Entrance vestibule area, leading to Men's & Women's Change Rooms and Staff Work Area. Floor space is very limited.



D3 Entrance to Change Room vestibule, from Staff work area (adj. to Pool): Floor space is very limited on both sides. Pull-plate door hardware is not accessible. Door clear width is limited.



D4 Entrance to staff work area: Floor space is very limited. Door hardware is push bar type (door swings into room).



D5 Staff Work Area (adj. to Pool): Circulation is typically very limited. No accessible features identified.



D6 Staff Work Area (adj. to Pool): Circulation is typically very limited, especially when door is used since it swings into space. No accessible features identified.



D7 Staff Work Area (adj. to Pool): Circulation is typically very limited in between fixed furniture. No accessible features identified.



D8 Staff Work Area (adj. to Pool) & Equipment Area: No accessible features identified.



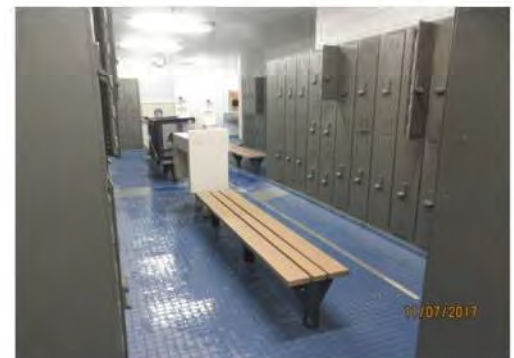
D9 Entrance corridor to Women's Change Room. Clear width is typically limited for larger wheeled mobility aids. Identification signage is not accessible.



D10 Entrance corridor to Men's Change Room. Circulation clear width is typically limited for larger wheeled mobility aids. Identification signage is not accessible.



D11 Men's Change Room: Clear width is reduced at entrance, adjacent to lockers.



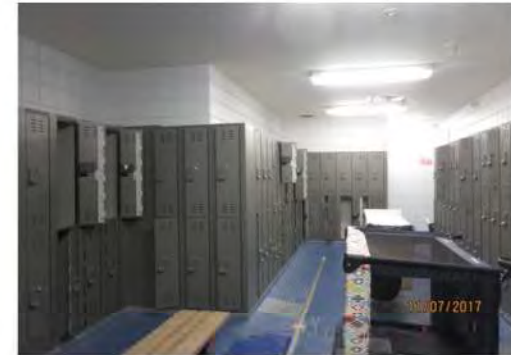
D12 View of Men's Change Room. Clear width for circulation around benches and in between lockers is typically limited.



D13 Men's Change Room: Circulation for users of mobility aids is limited. Typical bench seating is too low. No accessible lockers identified through signage and/or operating hardware, however, some lower lockers may be adaptable.



D14 Men's Change Room: Typical bench seating is too low. No accessible lockers identified through signage and/or operating hardware



D15 Men's Change Room: Circulation clear width is typically limited for larger wheeled mobility aids.



D16 Men's Change Room: Circulation clear width is typically limited for larger wheeled mobility aids. Cross-slope of some areas of floor surface is non-compliant and designed for drainage.



D17 Men's Change Room: A lowered urinal with auto flush control is provided. No upgrade is recommended for this feature since facility is scheduled for replacement.



D18 Men's Change Room: View of clear floor space adjacent to urinals and approach to accessible stall. Cross-slope of some areas of floor surface is non-compliant and designed for drainage.



D19 Men's Change Room: Entrance door is not self-closing. Coat hook is mounted too high.



D20 Men's Change Room: Transfer space at side of toilet is too narrow. Stall dimensions and clear floor space is limited. Angled side grab bar is not preferred. Toilet paper dispenser is mounted too high and too far for reach.



D21 Men's Change Room: Top surface height is suitable, however, knee space below is obstructed due to pipes. No pipe protection below lavatory. Angled mirror and lever faucet control are suitable.



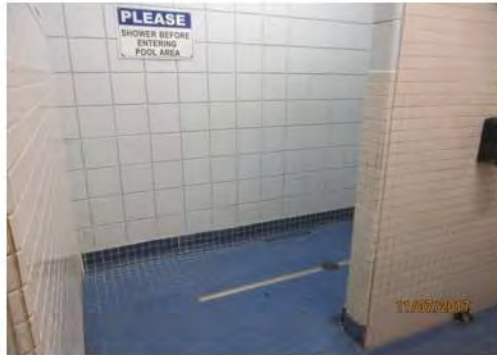
D22 Men's Change Room: Clear floor space in front of lavatory is uneven.



D23 Men's Change Room: Approach to shower stalls (multiple occupancy). Lowered, automatic hand dryer is provided.



D24 Men's Change Room: Level access is provided into shower, however, no accessible features / controls were identified. Floor space is limited recognizing showers are multiple occupancy.



D25

Men's Change Room: Corridor clear width is very limited, from shower area into Pool deck.



D26

Men's Change Room: Corridor clear width is very limited, from shower area into Pool deck.



D27

View of Pool deck from Men's Change Room.



D28

View of stairs to elevated whirlpool. Stair nosings have partial colour contrast and/or has faded. No ramped access for users of wheeled mobility aids was identified. A transfer lift is available over the short term.



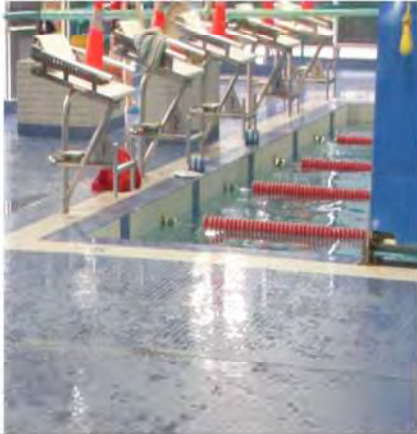
D29

View of typical pool deck, from Men's Change Room entry. Some maintenance was taking place at time of audit.



D30

Pool: No accessible ramp is provided. A pool lift appears to be available over the short term. Additionally, a water wheelchair is available at this location.



D31

View of typical pool deck surface. Beige colour contrast is provided around pool perimeter, compared to darker blue tile surfacing.



D32

Pool Office: Entrance was locked at time of audit. Clear width is generally suitable for existing condition. Knob door hardware is not accessible.



D33

Pool Office: Door mounted signage is dated and/or temporary, with no accessibility features provided (e.g., braille / tactile).



Barrier Removal Action Plan Yellowknife Community Arena

**FOR STAFF REVIEW
D1 - February 2018**

Prepared for:



CITY OF YELLOWKNIFE

Prepared by:



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1.0 INTRODUCTION

This Barrier Removal Action Plan identifies all work and upgrades required to make the **YK Arena** accessible, meeting the needs of all building users from a 'cross-disability' perspective. The overall goal of this project is to improve the level of accessibility experienced at this location by users with a broad range of disabilities. Accessibility compliance for this building was evaluated based on criteria established within the Ontario Building Code (OBC 2012, Section 3.8, including amendments for 2015), the Canadian Standards Association's "Accessible Design for the Built Environment" (B651-12, revised 2015) design standard, the AODA's Integrated Accessibility Standards Regulations (IASR) "Design of Public Spaces Standards" (Part IV.1, Accessibility Standards for the Built Environment), recognized "best practices" including the **City of Calgary Accessibility Design Standards (2016) / BF Design Guide (2017)**, and the consultant's audit experience.

1.1 Report Organization

The Barrier Removal Action Plan is organized as a spreadsheet, following the headings used to describe a typical "journey sequence" a user might take, which is also used during the auditing process. This allows easy cross-referencing by municipal Staff and Facility Managers responsible for this location. The Action Plan consists of **four (4) Sections**:

- A: Exterior Environments**
- B: Interior Environments**
- C: Building Systems, Controls and Communications**
- D: Special Facilities, Spaces and Environments**

For each Section, detailed recommendations are provided to remove barriers and address any accessibility issues identified during the audit process. Priorities for removing barriers related to specific building elements and the location of barriers are also identified. Finally, estimates for removing barriers, based on the number of units involved or 'quantity', are identified to establish a detailed barrier removal budget for each section. Costing estimates reflect 2017 dollars and the Consultant's experience with similar building types and knowledge of existing pricing in today's construction market. Additionally, cost data for the Canadian construction industry was referenced as required to provide accurate estimates, based on Hanscomb's "Yardsticks for Costing" (current edition).

2.0 ESTABLISHING PRIORITIES

Priorities for barrier removal and prevention are identified based on the Consultant's professional opinion and experience. Generally, priorities reflect a variety of criteria to ensure a cross-disability approach is applied to each barrier removal activity. This approach recognizes that there were different types of barriers identified at this location that affect different types of disabilities. Priorities are important to provide a baseline for strategically removing barriers in the most cost effective ways. Overall, recommendations for barrier removal at this location are based on the following "high, medium and low" priority rating scale:

<p>Priority 1 (Short-Term): Items giving immediate concern for safety or a significant barrier that requires prompt attention. Generally relates to a building code issue as well as actions that have minor cost implications (e.g., temporary obstructions, maintenance issues).</p>	<p>Time period for implementation: 0 to 2 Years</p>
<p>Priority 2 (Medium-Term): Essential items required to provide an acceptable level of access for persons with disabilities, and to be completed within the short term (e.g., highly used items). Generally relates to actions that need to be implemented as soon as it is practical.</p>	<p>Time period for implementation: 3 to 6 Years</p>
<p>Priority 3 (Long-Term): Items of best practice (e.g., Guidelines & CSA) and/or to be implemented when relevant area/element of the building is renovated, maintained, or upgraded. Often refers to actions that require significant structural alterations and construction costs, which would only be possible to implement over a long-term works schedule.</p>	<p>Time period for implementation: 7 to 10 Years</p>

This priority rating scale is designed as a framework only, for assisting with the implementation decision-making process. Overall, this scale should not be viewed as a 'rigid' evaluation tool, recognizing many priorities are very subjective in nature – what may be considered a high priority for removing barriers related to one type of disability may not be seen as a high priority for another type.

3.0 BUDGET SUMMARY

Preliminary budget estimates for this location, itemized for each Accessibility Audit Report Section, are summarized as follows:

Section	Cost
A. Exterior Environments	\$35,250.00
B. Interior Environments	\$283,750.00
C. Building Systems, Controls & Communications	\$8,850.00
D. Special Facilities, Spaces & Environments	\$69,750.00
Total Cost (All Sections):	\$397,600.00

Preliminary budget estimates for this location, according to priority levels for each Accessibility Audit Section, are summarized as follows:

Section	Priority 1	Priority 2	Priority 3
A. Exterior Environments	\$25,250.00	\$10,000.00	\$0.00
B. Interior Environments	\$45,500.00	\$38,250.00	\$200,000.00
C. Building Systems, Controls & Communications	\$8,850.00	\$0.00	\$0.00
D. Special Facilities, Spaces & Environments	\$14,750.00	\$0.00	\$55,000.00
Total Cost (By Priority):	\$94,350.00	\$48,250.00	\$255,000.00

4.0 ADDITIONAL COMMENTS

The following Barrier Removal Action Plan provides a detailed overview of accessibility issues to be addressed at this location, individual priorities and preliminary cost estimates for each building or site element reviewed during the audit.

FACILITY AUDIT SUMMARY



CITY OF YELLOWKNIFE

Date of Audit:	July 2017
Name of Auditor(s):	Shane Holten

Facility Information

Name:	Yellowknife Community Arena
Type:	Arena
Contact Person:	Dave Hurley
Address:	6004 50th Avenue
Date of Construction:	Unknown
Number of Floor(s):	2
Gross Floor Area (GFA) or Square Footage:	Unknown
General Layout & Configuration:	Ice Rink, Enclosed Viewing Area, Concession Stand, Change Rooms and Public Washrooms.

Accessibility Information











Estimated # of Total Parking Spaces:	30 (spaces are not clearly marked - total # to be validated)
Number of Accessible Parking Spaces:	2 (not clearly marked)
Total # of Entrance(s):	1
Total # of Accessible Entrance(s):	1
Number of Public Entrance(s):	1
Number of Staff Entrance(s):	1 (same as public)









YK Community Arena













SITE MAPPING + FLOOR PLANS

1. Exterior Mapping: YK Community Arena
2. Floor Plans: YK Community Arena

-  Site Boundary
-  Building Outline
-  Building Entrance
-  Building Exit
-  Stair or Step(s)
-  Pedestrian Route
-  Parking Lot
-  Accessible Entrance or Exit with Power Door Operator (PDO)
-  Non-Accessible Entrance or Exit
-  Accessible Parking Spaces

-  Reception
-  Elevator / Elevating Devices
-  Ramp
-  Accessible Seating Spaces
-  Emergency Fire Alarm Pull Station
-  First Aid Station
-  Defibrillator Station
-  Fire Extinguisher

-  Men's Washroom
-  Men's Accessible Washroom
-  Men's Accessible Change Room
-  Women's Washroom
-  Women's Accessible Washroom
-  Unisex Washroom
-  Unisex Accessible Washroom
-  Change Room / Team Change Room
-  Women's Accessible Change Room
-  Unisex Accessible Change Room



City of Yellowknife

Title:
Legend

Prepared by:
SPH Planning & Consulting

Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:

Sheet:
L-1

Facility:
**Yellowknife
Community Arena**

Address:
**6004 Franklin Ave,
Yellowknife, NT
X1A 2L3**

Title:
Site Plan

Ref North
N.T.S



Prepared by:



Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:
09-28-2017

Sheet:
A-101



North exit to
stairs.

South exit to
level access.

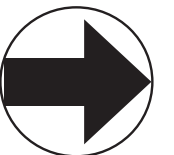
**No accessible parking spaces were
identified through signage or
pavement markings.**

Facility:
**Yellowknife
Community Arena**

Address:
**6004 Franklin Ave,
Yellowknife, NT
X1A 2L3**

Title:
Lower Level

Ref North
N.T.S



Prepared by:



Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:
09-28-2017

Sheet:
B-101

**Players Benches & Penalty
Boxes - accessible via lower
level only**

Community
Storage

Players Box

Penalty

Time

Penalty

Players Box

Ice Surface



Gate #3 (single)

Gate #2 (single)

Zamboni

Work
Area

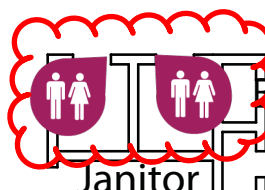
Storage

Storage

Storage

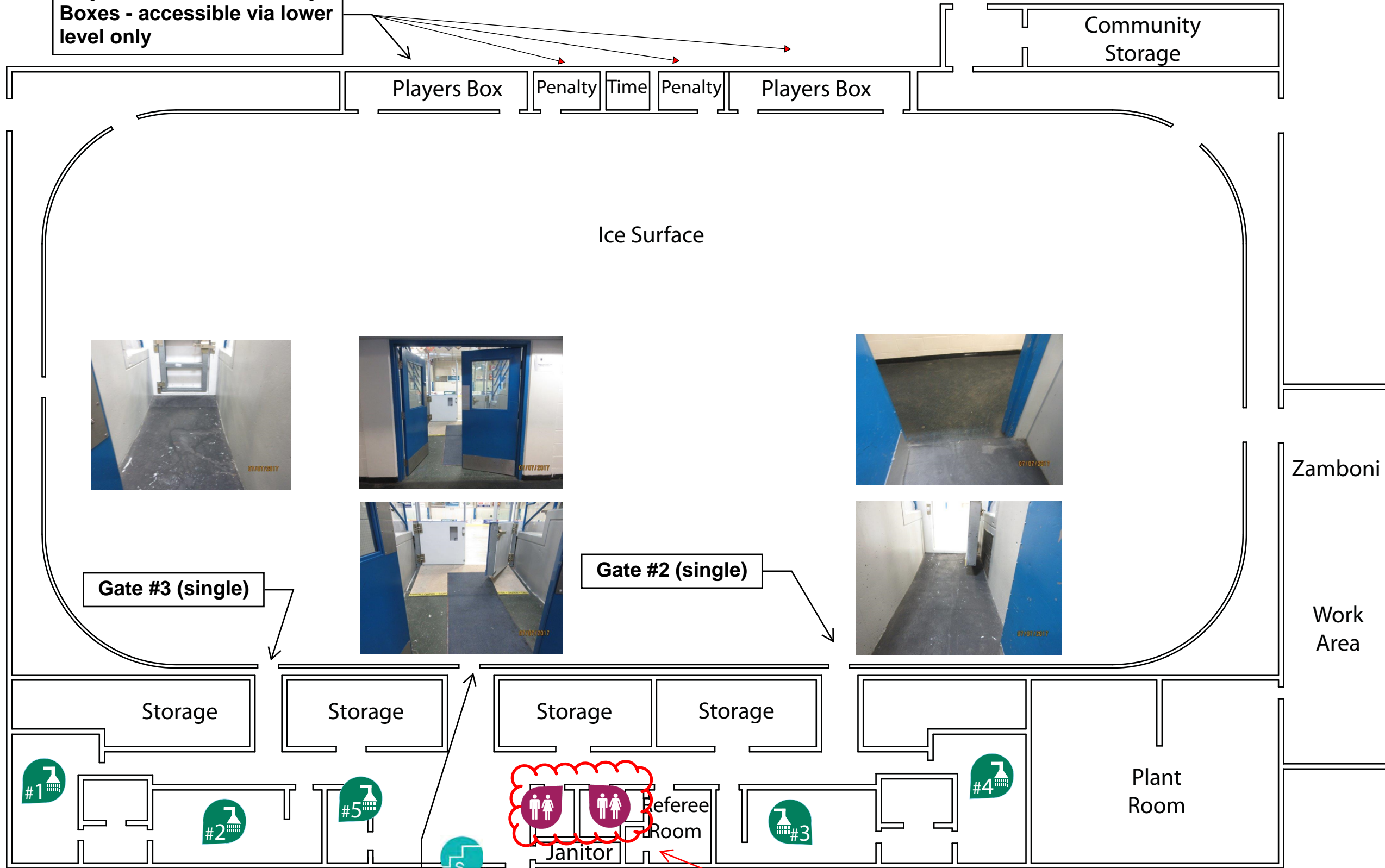
Storage

Plant
Room



**Gate #1 (Central,
double doors)**

**Space for consideration of provision of
Universal Washroom / Change Room /
Shower Facility**

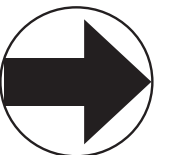


Facility:
**Yellowknife
 Community Arena**

Address:
**6004 Franklin Ave,
 Yellowknife, NT
 X1A 2L3**

Title:
Upper Level

Ref North
 N.T.S



Prepared by:

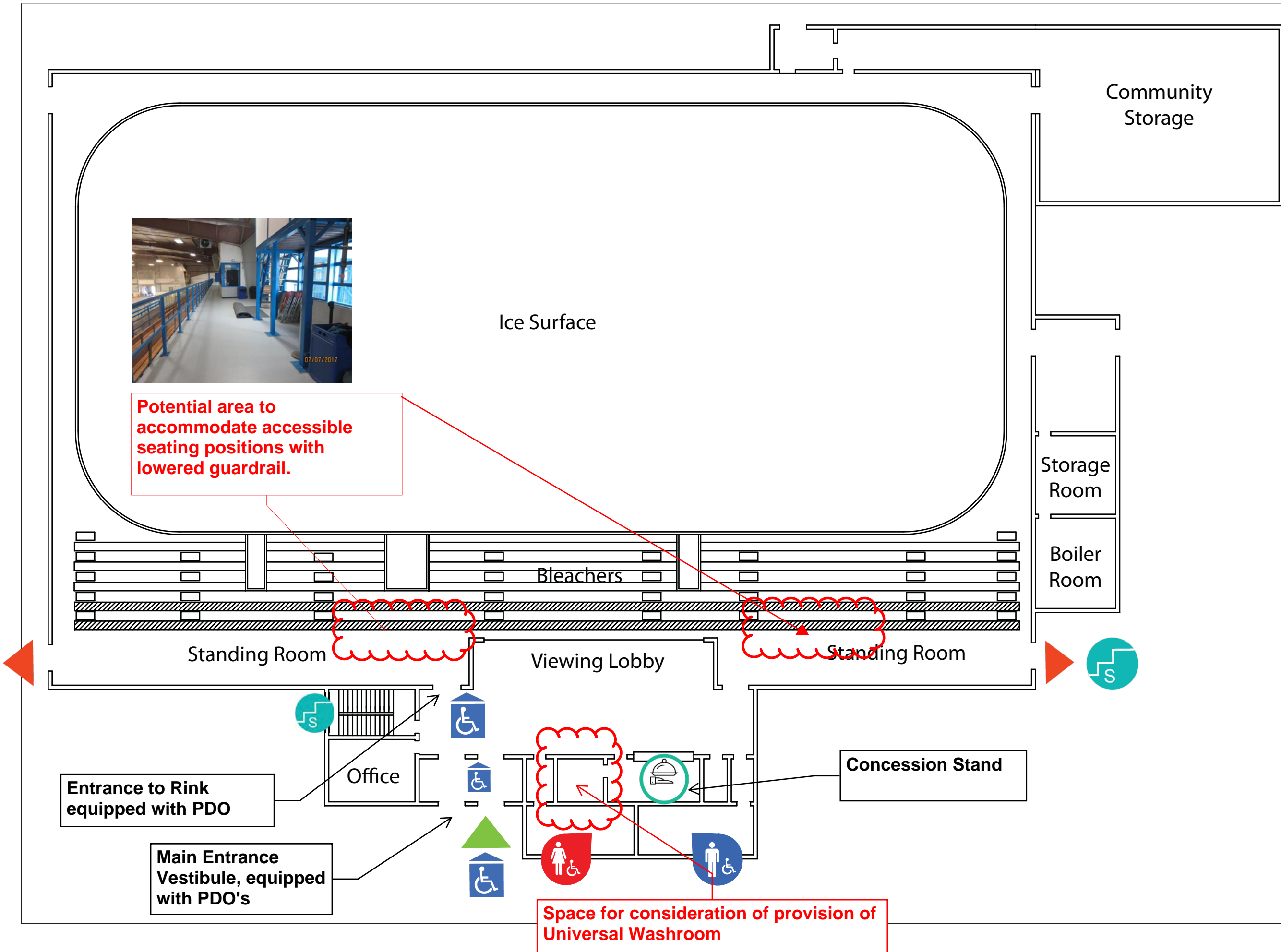


Project Name:
Accessibility Audit

Project #:
CoYK-010517

Date:
09-28-2017

Sheet:
B-102



Potential area to accommodate accessible seating positions with lowered guardrail.

Space for consideration of provision of Universal Washroom

BARRIER REMOVAL ACTION PLAN

Section A: Exterior Environments

Section B: Interior Environments

Section C: Building Systems, Controls & Communications

Section D: Special Facilities, Spaces & Environments

SECTION A: EXTERIOR ENVIRONMENTS

A.1.0 GENERAL COMMENTS

Exterior Environments:

Key elements reviewed in this section include: site and building identification and information signage; parking; exterior pedestrian circulation routes; and street furniture / public amenities.

The following summary observations were made at the time of the audit:

- (a) At time of audit, one exterior entrance driveway was under construction and was not reviewed (e.g., adjacent to Curling Club but provides access to both facilities).
- (b) No accessible parking spaces identified through pavement markings, however, post-mounted signage identifies two accessible spaces that appear to be available for this facility (north east side).
- (c) There are no separated, clearly marked accessible pedestrian routes between site boundaries and main entrance, including no linkages between adjacent facilities. Pedestrians must travel across drive aisles and large parking areas.
- (d) Informational and directional signage is typically not provided to guide users to main entrance at key locations (e.g., when approaching from site boundaries and/or adjacent facilities).
- (e) Generally, no provision of accessible seating or rest areas was identified throughout exterior.



SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.2.0 SITE & BUILDING SIGNAGE										
General Comments										
Building identification signage is prominent, mounted on front façade of this facility.										
No building address signage was identified.										
One entrance driveway was under significant renovation at time of audit (adjacent to Curling Rink).										
A.2.1	<p>Signage:</p> <p>Building identification signage provision appears to be suitable but is dated and difficult to identify facility when approaching from parking lot and main entrance drive aisle.</p> <p>Text is dark black colour, which contrasts well with white background.</p> <p>Address identification signage is not provided.</p>	A4, A6	<p>Based on existing condition of facility, upgrade is not considered a high priority or immediate need unless exterior renovations are undertaken.</p> <p>When upgrading exterior in future, provide new site identification signage, that is clearly visible and prominent, viewable when approaching from main entrance driveway and with full accessibility features integrated.</p>	Approach to main entrance, from parking lot.	NA	Varies	Facility Management Review			
A.2.2	<p>Informational / Directional Signage:</p> <p>No directional signage is provided to identify location of entrance, when arriving and parking.</p> <p>Facility identification signage is generally prominent, depending on approach into site.</p>	A4, A6	<p>Install identification/directional signage to guide users to location of accessible entrance from accessible parking area, as well as to identify main entrance from all parking areas.</p> <p>A preliminary cash allowance for exterior directional signage is provided. Provision and design to be validated by City based on level of use and/or to be coordinated if other exterior renovations are planned.</p>	Approach to main entrance, from parking lot.	\$5,000.00	1	Maintenance Required		\$5,000.00	

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.2.3	<p>Lighting:</p> <p>Daytime lighting conditions were reviewed only. Generally, lighting fixtures appear to be provided as part of exterior façade and / or canopy.</p>		<p>Validate illumination of exterior signage during night-time conditions. To be conducted by Facility Manager.</p> <p>Coordinate with Action C.2.1.</p>	Throughout exterior.	Allow \$250.00 for external review	See Action C.2.1.	Facility Management Review	\$250.00		
Cost Summary								\$250.00	\$5,000.00	\$0.00
Total Cost A.2.0								\$5,250.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.3.0 PUBLIC TRANSPORTATION - TRANSIT STOPS & SHELTERS										
A.3.1			Not applicable. Not part of the scope of this project.							
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost A.3.0								\$0.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.4.0 PARKING & PASSENGER LOADING ZONES										
General Comments										
One parking lot is located directly adjacent to the main entrance to this facility. Additional parking appears to be provided when approaching entrance from the west side, however, it is not clearly marked. There is no signage designating the parking area for any specific facility. No parking spaces are identified with pavement markings.										
A.4.1	<p>Provision & Design:</p> <p>No regular parking spaces were marked (e.g., pavement line markings), therefore, a space count could not be conducted.</p> <p>It is estimated that 20 to 30 spaces could potentially be available.</p> <p>Two (2) accessible parking spaces were identified with post-mounted signage, however, they are located a considerable distance from main entrance. Adjacent pavement is also in disrepair.</p> <p>Note: A passenger loading zone could potentially be integrated as part of re-design in future, adjacent to main entrance. However, it appears drive aisles adjacent to main entrance may be dedicated for Fire Access and limited for visitor parking.</p>	A1, A2, A3, A4, A5, A6	<p>Facility Management to confirm formal count of parking space provisions.</p> <p>Existing asphalt appears to be in poor condition in some areas.</p> <p>Reconfigure existing parking lot (e.g., area closest to main entrance if parking is permitted), to incorporate suitable access aisles and dimensions, and to provide at least three (3) accessible spaces (minimum), with shared access aisles in between spaces. New accessible parking spaces to be provided as close to main accessible entrance as possible. Provision to be validated based on confirmed total number of regular spaces. Provide all required signage and pavement markings.</p> <p>Link new access aisles to a clearly marked, safe, and continuous accessible route (5% running slope maximum) with level transitions as required, leading to main entrance. Ensure design allows users to travel off of drive aisles and in front of parking spaces and not behind them, for safety.</p>	Parking Lot, north west side.	\$5,000.00 Cash Allowance	Varies	Detailed Study Required		\$5,000.00	

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.4.2	<p>Signage:</p> <p>Post-mounted signage for accessible parking spaces appears to be suitable, however, one existing sign appears to be damaged and/or obstructed. Review if newer signage is required for existing by-laws and/or best practice.</p>	A3	<p>If required, upgrade post-mounted signage and coordinate with full accessible parking space upgrades.</p> <p>Refer to previous Cash Allowance.</p>							
Cost Summary								\$0.00	\$5,000.00	\$0.00
Total Cost A.4.0								\$5,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.5.0 EXTERIOR PEDESTRIAN ROUTES										
General Comments Generally, there are no exterior pedestrian routes and/or provision is very limited at this location, recognizing that it appears that the majority of users would arrive at this location by vehicle. No separated exterior pedestrian routes are provided in parking area and from site perimeter off of Franklin Avenue.										
A.5.1	<p>General Provision:</p> <p>No clearly separated public sidewalk / route is provided from Franklin Ave., linked to potential accessible parking spaces (west side) and leading to main entrance which is accessible. No separated pedestrian route is provided and/or no pavement markings leading to accessible entrance for users unfamiliar with facility (e.g., with no directional signage to identify accessible entrance).</p> <p>Note: Original design or exterior parking areas and/or landscaping did not appear to integrate any accessibility features.</p>	A1, A2, A3, A4, A5, A14	<p>Coordinate re-design and provision of clearly separated/marked public accessible route (e.g., public sidewalk) from site perimeter with future extensive renovations. Exterior and related landscape upgrades requires detailed design and review. Refer to reporting related to Ruth Inch Memorial Pool to coordinate preliminary design and related costs.</p> <p>Detailed review and design is required to identify provision of a new public sidewalks (e.g., concrete). Curb ramps and tactile walking surface indicators etc., may also be required.</p> <p>No cash allowance is identified at this time for upgrades. An optional cash allowance for preliminary design is provided.</p>	Parking lot (west side).	\$5,000.00 To be determined (full upgrade)	Varies	Detailed Study Required	\$5,000.00		
A.5.2	<p>General Provision:</p> <p>A sloped route is provided to main entrance, with running slope exceeding 5% in some areas (e.g., adjacent to wall on north side of walkway). Surface is generally in good condition, with some minor disrepair identified (e.g., heaving and settlement of concrete and/or cracking/settlement of asphalt).</p> <p>Transition from separated accessible pedestrian route and drive aisle is not marked with TWSI.</p>	A4, A7, A8, A11, A12	<p>Patch, repair and replace sections of concrete surfaces and/or consider full replacement of pedestrian route, clearly separated from adjacent drive aisle with curbing, with running slope at 5% or less. Provide TWSI at curb ramp and/or transition area where required.</p> <p>Coordinate upgrades and Costing with A.4.1 and A.5.1.</p>	Parking lot (west side).	\$15,000.00 Cash Allowance	Varies (concrete surfaces & curbing)	Facility Management Review	\$15,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.5.3	<p>General Provision:</p> <p>Surface is generally in good condition, with some minor disrepair identified (e.g., heaving and settlement of concrete surfaces). However, cross-slope of surface exceeds 2% in some areas (e.g., 7% or more) which is non-compliant.</p>	A9, A10, A11, A12, A13	<p>Short Term: Replace sections of concrete surfaces and/or consider full replacement of pedestrian route, to provide surface with 2% cross-slope and 5% running slope maximum.</p> <p>Coordinate Costing with A.5.2.</p> <p>Consider providing a linked, accessible route between Arena and Curling Club and/or for use as a connection to site boundary (Franklin Ave.).</p> <p>Coordinate with other upgrades, Refer to A.4.1, A.5.1 & A.5.4, based on feasibility study.</p>	Main entrance (west side).	NA	NA	Facility Management Review			
A.5.4	<p>Curb Ramp:</p> <p>None provided at high transition. No direct & linked accessible pedestrian route is provided between Arena and Curling Club facilities.</p>	A6	<p>Provision of one accessible curb ramp (with TWSI). Coordinate re-design and provision of clearly separated/marked public accessible routes between facilities.</p> <p>Coordinate upgrades and Costing with A.5.1, based on feasibility study</p> <p>Detailed review and design is required to identify provision of a new public sidewalks (e.g., concrete). Curb ramps and tactile walking surface indicators etc., may also be required.</p>	Parking lot (west side, adj. to main entrance).	NA	NA	Detailed Study Required			
Cost Summary								\$20,000.00	\$0.00	\$0.00
Total Cost A.5.0								\$20,000.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.6.0 RAMPS										
A.6.1	Not applicable. No exterior ramps are provided at this location.									

Cost Summary	\$0.00	\$0.00	\$0.00
Total Cost A.6.0	\$0.00		

A.7.0 STAIRS & STEPS

General Comments	Exterior stairs / steps associated with exits (west and north sides) are generally a dated design (e.g., wooden construction), and are not part of an accessible route (e.g., exits from lower Rink areas).									
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A.7.1	<p>Exit Stairs:</p> <p>Generally, wooden stair system design is outdated and non-compliant for current requirements, including oversized wooden handrails. Multiple transitions at this exit door, with no level access for users of mobility aids.</p>	A15, A16	<p>Detailed review and design is required. No cash allowance is identified. An alternate exit (south side) provides level access and may be suitable to address accessible exiting requirements based on existing occupancy.</p> <p>Potential upgrades may include:</p> <ol style="list-style-type: none"> 1. Provide level access at exit door (e.g., build up existing grade for one level landing above stair). 2. Provide new stair system, with fully compliant features (e.g., handrails, treads/risers, colour contrasted nosings etc. Detailed design & review is required. 2. Install TWSI's at top landing of exit stair system. <p>Refer to Section C.5.0 for additional review of exiting and evacuation requirements.</p>	Exit Stairs (north side).	NA	NA	Detailed Study Required			
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Cost Summary	\$0.00	\$0.00	\$0.00
Total Cost A.7.0	\$0.00		

SECTION A: EXTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
A.8.0 EXTERIOR AMENITIES & STREET FURNITURE										
A.8.1	Seating & Rest Areas: No accessible seating and rest areas were identified.	A4, A6, A7, A8, A10	Provide at least two (2) accessible benches / rest areas. There is limited to no landscaped areas at this location, including no adjacent accessible public sidewalks. No rest areas appear to be required based on assumption users typically arrive at this location by vehicle. Consideration for additional accessible seating and rest area options to be addressed as part of exterior upgrades related to parking and exterior pedestrian route. Providing a bench/rest area adjacent to accessible parking spaces and along central routes leading to main entrance from site boundary should be considered. To be reviewed by City and Facility Management.	Throughout exterior and parking lot.	\$2,500.00	2	Facility Management Review	\$5,000.00		
A.8.2	Amenities & Street Furniture: Generally, none provided and/or identified. Garbage receptacle is accessible.	A8	No upgrades required at this time. To be addressed as part of exterior upgrades over time, including if new pedestrian routes are implemented to provide access between site boundary and main entrance.	Throughout exterior and parking lot.	NA	Varies	Facility Management Review			
Cost Summary								\$5,000.00	\$0.00	\$0.00
Total Cost A.8.0								\$5,000.00		

SECTION A PHOTOS: EXTERIOR ENVIRONMENTS



A1 Approach to main entrance, from west side. Parking spaces are not clearly marked (e.g., pavement line markings), including accessible parking. No separated or marked accessible pedestrian route is provided from site boundary, leading to main entrance.



A2 Approach to main entrance, from west side. Parking spaces are not clearly marked (e.g., pavement line markings), including accessible parking.



A3 Approach to main entrance, from west side. Accessible parking spaces are marked with post-mounted signage only, which is damaged / obstructed. No separated or marked accessible route is provided (e.g., directional signage), leading to main entrance.



A4 View of facility identification signage. Generally, no directional signage is provided throughout site to guide users to main entrance. Transition from separated accessible pedestrian route and drive aisle (asphalt surface) is not marked with TWSI.



A5 No parking spaces are marked (south side of site). No separated pedestrian routes are provided from site boundary.



A6 View of facility identification signage and main entrance to Arena. A high transition was identified at one side, with no curb ramp and no direct and linked accessible route that could lead to adjacent Curling Club.



A7 Approach to main entrance (west side).



A8 Approach to main entrance (west side). Some heaving / settlement between concrete sections observed. No seating/rest areas identified, with limited to no amenities / street furniture. One accessible waste receptacle identified adjacent to main entrance.



A9 Approach to main entrance (west side). Some heaving / settlement between concrete sections observed.



A10 Approach to main entrance (looking towards south side of site). Some heaving / settlement between concrete sections observed. Excessive cross-slope in some areas, exceeding 2%.



A11 Concrete surface, adjacent to main entrance: Excessive running-slope at 7.8% (adjacent to wall on north side of walkway).



A12 Concrete surface, adjacent to main entrance: Excessive running-slope at 7.8% (adjacent to wall on north side of walkway).



A13 Concrete surface, adjacent to main entrance:
Excessive cross-slope at 7.2%.



A14 View from south side and adjacent to Curling Club: No separated pedestrian routes are provided from site boundaries and adjacent to drive aisles leading to parking lots.



A15 View of stair system, from exit door (north side).
General view of exterior conditions adjacent to exit as well as entrances to storage facilities.



A16 View of stair system, from exit door (north side).
Wooden stair generally does not meet current requirements including oversized wooden handrails. Level access is not provided at exit door (multiple level changes when exiting).

SECTION B: INTERIOR ENVIRONMENTS

B.1.0 GENERAL COMMENTS

Interior Environments:

Due to the overall conditions of this facility, with limited or no accessibility features provided, the recommended short term focus for upgrades is to provide accessibility for spectators/visitor's at Upper Level (e.g., viewing, seating, circulation) in at least one area of both the enclosed and open areas of the Ice Rink, including in close proximity to public washrooms.

The following summary observations were made at the time of the audit:

- (a) Main entrance door clearances and power door operating controls (e.g., type/size and mounting locations) are non-compliant and an important consideration for key upgrades.
- (b) No elevator access provided to Lower Level.
- (c) Existing accessible washrooms on Upper Level are not accessible in terms of meeting current requirements / expectations, including accessible stall floor space and typical washroom amenities, including lavatories.
- (d) Change Room Washrooms: For issues related to washroom facilities in Change Rooms, refer to Section D of this report. With no elevator access to lower level, these washrooms were not originally designed with accessibility in mind, and detailed design and upgrades are required.
- (e) Generally, detailed design and review is required to validate options for the provision of upgrades related to elevator and washroom accessibility. Provision of one (1) universal washroom on upper level is a key consideration, instead of renovating multiple washrooms.
- (f) Overall, additional strategies to accommodate users with varying types of disabilities will need to be considered by the City, including consideration for addressing needs at an alternate location and / or longer term planning for the provision of a new facility if required.



SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.2.0 BUILDING ENTRANCES										
General Comments										
One door leaf of a double-door entrance to the building is accessible, with level access and a power door operator for users of mobility aids. Two (2) sets of double doors are provided, on both the exterior and interior sides of the entrance vestibule.										
B.2.1	<p>Main Entrance: Exterior/Interior vestibule doors (double door system, with centre mullion). Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Level access is provided at doorway.</p> <p>Clear width of 830 mm is suitable for an existing condition (one door leaf, on both sets of double doors of vestibule). However, it is reduced to 760 to 780 mm at panic push bar or latching mechanism height).</p> <p>Lower edge of glazing is too high at 1080 mm for users of wheeled mobility aids for visibility. A power door operator (PDO) is provided, however, controls are too small and not mounted properly (interior side of exterior door).</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B1, B2, B3, B4, B6, B7, B8	<p>Upgrade double door system to a single door leaf (both exterior & interior vestibule doors) in order to provide 860 mm clear width (minimum) and with a suitable vision panel. Provide power door operator (PDO). Consider option of both doors opening at same time when PDO controls are activated.</p> <p>Provide suitably mounted, larger size PDO control push pads (circular, 150 mm diameter minimum) or vertical, extended type of control, with ISA decal and "push to open" clearly marked.</p> <p>Provide ISA decal on accessible swing door (both sides).</p> <p>Notes: Upgrade is recommended due to the existing conditions of doors and since there is an expected high level of use.</p> <p>Consideration for removing double doors is made recognizing that a single door leaf can address compliance requirements, since existing door glazing is also not accessible on double doors.</p>	Main entrance. (exterior & interior vestibule doors)	\$10,000.00 ea. Cash Allowance (1 door with PDO / widening & replacing existing).	2	Cash Allowance Recommended	\$20,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.2.2	<p>Main entrance: Security Access System (exterior side)</p> <p>Proximity card / key fob reader is mounted at 1220 centre, therefore, lower end is accessible. However, mounting location on door jamb is difficult to identify, approach and use.</p>	B2, B3	<p>Relocate proximity card reader, adjacent to PDO control. Sync proximity card reader to activate PDO as required for staff with disabilities.</p> <p>Coordinate with and refer to Cash Allowance B.2.1.</p>	Main entrance (exterior door).	NA	NA	Facility Management Review			
B.2.3	<p>Main entrance: Interior vestibule</p> <p>Suitable clear floor space of 1690 mm is provided between two (2) doors in series, when interior vestibule door is open at 90 degrees.</p>	B3, B5 B6	<p>No upgrade is required at this time.</p> <p>Note: Total depth of vestibule is 2560 mm by total width of 5670 mm.</p>	Main entrance vestibule.	NA	NA	Cash Allowance Recommended			
Cost Summary								\$20,000.00	\$0.00	\$0.00
Total Cost B.2.0								\$20,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.3.0 MAIN RECEPTION AREAS & LOBBIES										
B.3.1	<p>Floor Surfaces:</p> <p>No problems identified with vinyl flooring at the time of audit. Floor reflects some glare but it is not considered excessive.</p>	B8, B11, B12, B13	<p>Refer to B.4.3.</p> <p>Ensure flooring conditions are routinely monitored and maintained (e.g., matting provided and inspected) in order to prevent any potential slipping and tripping hazards. Ensure flooring surface is not highly polished and that a matte finish is maintained.</p>	Upper Level, Main entrance lobby.	NA	NA	Maintenance Required			
B.3.2	<p>Display Boards, Awareness & Alternate Formats:</p> <p>Some lowered sections of bulletin boards are mounted too high, above 1100 mm and most information is not legible for users of wheeled mobility aids due to mounting height.</p> <p>Some information and/or postings are mounted too high for users of mobility aids.</p>	B10	<p>Provide key information at accessible height.</p> <p>Ensure posted information addresses accessibility issues for communications / print documentation etc.</p> <p>Provide all priority information and/or brochures to be displayed at accessible height and lower eye / reach level.</p> <p>Ensure staff at this location are provided with disability awareness / sensitivity training as part of City's broader and ongoing staff training initiatives.</p> <p>No Cash Allowance for training of key Staff at this location is provided at this time.</p>	Upper Level, Main entrance lobby.	NA	1 (Ongoing Training Modules)	Staff Training / Awareness			
			<p>If required, City should consider providing information re: accessibility conditions online, to assist users with understanding conditions, including areas where full access may not be available (e.g., lower level / basement). Provide future accommodations as required and based on request.</p>	Website.	Internal	Coordinate with Ongoing website upgrades.	Policy / Practice / Procedure Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost B.3.0								\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.4.0 INTERIOR CIRCULATION ROUTES & CORRIDORS										
<p>General Comments: Overall, no major problems related to interior circulation was identified for Upper Level. Circulation related to Lower Level and Change Rooms is addressed in Section D of this report. Circulation related to Spectator Seating and Rink-side Viewing Areas are addressed in Section D.5.0 of this report.</p> <p>This section also includes a review of circulation related to Concession Stand / Bar and Enclosed Viewing Area, located on Upper Level.</p>										
B.4.1	<p>Clear Width:</p> <p>Generally, circulation throughout is suitable and well maintained. Ample clear width provided, recognizing it is a large, open corridor and enclosed viewing area. Lower edge of glazing at Enclosed Viewing Area is suitable, mounted at 780 mm high.</p> <p>Strong colour contrast is provided on surfaces of support column.</p>	B11, B12, B13, B14	<p>Ongoing Monitoring: Remove temporarily stored items on regular basis to prevent obstructions, especially for users of mobility aids.</p>	Upper Level: Entrance Lobby; Concession stand / bar; Enclosed Viewing Area.	NA	NA	Maintenance Required			
B.4.2	<p>Furniture:</p> <p>No problems were identified. Furniture is flexible to provide suitable clearances. Some temporary storage of furniture & equipment was observed.</p> <p>Tables/Seating: Knee space is provided below at 710 mm high, with suitable clear width and top surface mounted at 745 mm high. Chairs are flexible / movable however, no arm rests are provided.</p>	B14	<p>Ensure staff are trained to provide accommodations immediately and based upon request. Furniture can be adjusted to increase clear width for circulation etc.</p> <p>As furniture is upgraded over time, provide accessible seating and table options. This includes seating with and without arm rests to allow for transfer from wheeled mobility aids.</p>	Throughout interior, upper level.	NA	NA	Policy / Practice / Procedure Review			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.4.3	<p>Floor Surfaces:</p> <p>Glare & potential slipping hazards - no major problems identified at time of audit.</p> <p>In some areas where vinyl flooring is used, some glare is reflected but it is not considered excessive. Generally, reflected glare is adjacent to window walls and entrance vestibule where there is extensive glazing.</p>	B8, B11, B12, B13	<p>Ensure flooring surfaces are not highly polished in order to prevent potential slipping hazards and problems with glare.</p> <p>Install a window blind for glazing at window wall adjacent to secondary entrance/exit (north side, adjacent to enclosed viewing area).</p> <p>Where matting is used, ensure edges are secured (e.g., double-sided adhesive tape, use of weighted mats and/or other measures). Ensure mats are well maintained in order to prevent tripping hazards for all users.</p>	Throughout Upper Level, Entrance Lobby & Enclosed Viewing Area.	NA	NA	Maintenance Required			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost B.4.0								\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.5.0 DOORS & DOORWAYS										
General Comments	<p>This section focuses on doorways related to upper floor recognizing there is no elevator access to lower level (basement). Additional doors related to other spaces such as Ice Rink and Change Rooms (lower level) are addressed in Section D of this report. For a review of issues related to exit doors (Upper Level, north & south sides), Refer to Section C of this report.</p> <p>Due to overall conditions of facility, with limited or no accessibility features provided, the recommended short term priority for upgrades is to provide accessibility for visitors and spectators (e.g., viewing, seating, circulation) on upper floor level.</p>									
B.5.1	<p>Circulation doorways (typical): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear width at 830 mm is suitable for existing condition. Panic push bar and D-pull hardware is provided. Clear width is reduced to less than 800 mm at panic push bar height (at 760 mm). Lower edge of glazing is too high.</p> <p>Power door operator is provided, however, push button controls are too small. Door is not marked with International Symbol of Accessibility decals (both sides). Caution signage is posted.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B10	<p>Provide larger size PDO control push pads (circular, 150 mm diameter minimum) or vertical, extended type of control, with ISA decal and "push to open" clearly marked - for both sides of doorway.</p> <p>Provide ISA decal on accessible swing door (both sides).</p> <p>Install, lowered, accessible glazing, with bottom edge mounted at 900 mm maximum (both doors).</p> <p>These double doors are considered higher priority based on level of use and leading to Viewing Area in Rink where there is increased floor space for users of mobility aids. Also, there is a direct, shorter travel distance to these doors from main entrance vestibule.</p> <p>Optional: When upgrading door in future, provide clear width of 860 mm (minimum) for at least one door leaf of double doors, or provide a larger width single door only (if permitted for exiting and expected level of occupancy).</p> <p>Long Term Planning: Establish a "Door Upgrade Program" based on prioritization of doorways (e.g., clear width / hardware/ vision panels / power door operator provision).</p>	Rink Entrance, off of main entrance lobby (south side).	\$4,500.00 Cash Allowance \$1,500.00 ea. (door glazing)	2 doors	Maintenance Required	\$2,500.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.5.2	<p>Circulation doorways (typical): Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear width at 830 mm is suitable for existing condition. Panic push bar and D-pull hardware is provided. Clear width is reduced to less than 800 mm at panic push bar height (at 760 mm). Lower edge of glazing is too high (>900 mm).</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B9	<p>Provide power door operator.</p> <p>Provide large size PDO control push pads (circular, 150 mm diameter minimum) or vertical, extended type of control, with ISA decal and "push to open" clearly marked.</p> <p>Provide ISA decal on accessible swing door (both sides).</p> <p>Install, lowered, accessible glazing, with bottom edge mounted at 900 mm maximum (both doors).</p> <p>These double doors are considered lower priority based on level of use. Also, there is a longer travel distance to these doors from main entrance vestibule.</p> <p>Optional: When upgrading door in future, provide clear width of 860 mm (minimum) for at least one door leaf of double doors, or provide a larger width single door only (if permitted for exiting and expected level of occupancy).</p>	Rink Entrance, off of main entrance lobby (<u>north side</u>).	<p>\$3,500.00 (PDO)</p> <p>\$1,500.00 ea. (door glazing)</p>	2 doors			\$6,000.00	
D.5.3	<p>Entrance Door (Central Stair):</p> <p>Thumb-latch type of door hardware is not accessible, especially for users with limited manual dexterity. Lower edge of glazing is too high (>900 mm) but there is additional glazing as part of sidelights that enhances visibility to prevent any potential bumping hazards.</p> <p>Note: Clear door width is not an issue since door leads to stair landing only.</p>	B15	<p>No upgrade is recommended at this time.</p> <p>Install lever door hardware when condition requires upgrading in future. Install, lowered, accessible glazing, with bottom edge mounted at 900 mm maximum (both doors).</p> <p>This is not considered a high priority at this time.</p>		<p>\$750.00 Cash Allowance (lever door hardware)</p> <p>\$1,500.00 ea. (door glazing)</p>				\$2,250.00	
Cost Summary								\$2,500.00	\$8,250.00	\$0.00
Total Cost B.5.0								\$10,750.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)			
								P1 Short-Term	P2 Medium-Term	P3 Long-Term	
B.6.0 RAMPS											
General Comments	None provided at this location.										
								Cost Summary	\$0.00	\$0.00	\$0.00
								Total Cost B.6.0	\$0.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.7.0 STAIRS & STEPS										
General Comments	Generally, central circulation stair system appears to be original design. This stair is also the main circulation stair between upper and lower levels of the Arena. Stairs/steps related to exits for Arena, as well as stair system provided for Scorekeeper's Box are reviewed in Section D of this report.									
B.7.1	<p>Handrail Provision:</p> <p>Typically provided on both sides.</p> <p>Grasping dimension is 60 mm (oversized). Handrails are mounted at 930 mm high (measured at wall side) which is too high.</p> <p>Extensions are not provided (top & bottom), however, handrail grasping dimension is non-compliant.</p> <p>Handrails have strong colour contrast (e.g., painted blue compared to white / beige wall colour and mounting surface).</p>	B15, B16, B17, B18, B19	<p>Provide new handrails at 860 to 920 mm high (e.g., including required extensions, with suitable returns to the wall or floor) on top and bottom landings. Ensure suitable grasping dimension 30 to 40 mm (max).</p> <p>Confirm all handrail requirements as part of detailed design.</p>	Central Stairs, (off Entrance Lobby).	\$5,000.00 Cash Allowance	2	Cash Allowance Recommended	\$5,000.00		
B.7.2	<p>Tread Dimensions:</p> <p>Tread risers are 180 mm high (typical, where sampled). Tread surface depth is 280 mm (typical). Both are suitable for existing condition.</p>	B17, B18, B19	<p>No upgrade is required.</p> <p>If stair system tread surfacing (e.g., rubber type) is upgraded in future, ensure risers are uniform height at 125 to 180 mm maximum. Upgrade is not considered high priority at this time, based on expected level of use and existing condition which appears suitable.</p>	Central Stairs, (off Entrance Lobby).	NA	NA	Facility Management Review			
B.7.3	<p>Tread Nosings:</p> <p>No colour contrasted nosings are provided.</p>	B16, B17, B18, B19	Upgrade stair tread nosings, with colour contrasted, slip resistant nosings (50 mm depth minimum, extending full width of each tread).	Central Stairs, (off Entrance Lobby).	\$1,500.00 Cash Allowance \$30.00 per tread (+/-)	30 stair treads (+/-)	Maintenance Required	\$1,500.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.7.4	<p>Tactile Warning Surface Indicators (TWSI):</p> <p>None provided at top landing.</p>	B15, B16	<p>Install TWSI's at top landing of central circulation stair.</p> <p>Based on level of use, upgrade is considered a higher priority.</p>	Central Stairs, (off Entrance Lobby).	\$1,500.00 ea.	1		\$1,500.00		
Cost Summary								\$8,000.00	\$0.00	\$0.00
Total Cost B.7.0								\$8,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.8.0 ELEVATORS, LIFTS & ESCALATORS										
General Comments	Based on the age and condition of this facility, an elevator upgrade may not be considered feasible or highest priority. Upgrades to amenities provided on the main level is considered a higher priority recognizing level access is provided for users of mobility aids (e.g., scooters and power wheelchairs) as identified in this report.									
B.8.1	Elevator Provision: Currently, no elevator access is provided between both floor levels.		Conduct feasibility study / analysis to determine feasibility of upgrades to all areas of this facility, including elevator provision. This would then determine options for other required accessibility upgrades (e.g., Rink access, washrooms and change rooms).	Throughout interior.	\$10,000.00 Cash Allowance (study)	NA	Detailed Study Required	\$10,000.00		
B.8.2	Elevator Provision: No elevator is provided at this location to access lower level (basement).		Consider installation of a full size elevator or alternatively, an accessible lift (if required due to structural or space constraints), to provide access to the lower floor and amenities. This can be coordinated if major capital renovations are being considered to make the facility fully accessible (e.g., through future expansion or additions etc.). Suitable space will have to be located for elevator. Short term: Provision of a stair chair lift or vertical platform lift may be a consideration for short term upgrade.	NA	\$200,000.00 Cash Allowance (minimum) Detailed study and design required	1	Major Capital Upgrade Consideration			\$200,000.00
Cost Summary								\$10,000.00	\$0.00	\$200,000.00
Total Cost B.8.0								\$210,000.00		

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.0 WASHROOM FACILITIES										
<p>General Comments</p> <p>Separate Men's and Women's multi-occupancy washrooms are provided. Washrooms are identified as accessible through door mounted signage at entrances, which also includes the International Symbol of Accessibility. However, accessible design of these existing washrooms is generally non-compliant, with limited clear floor space in accessible stalls.</p> <p>No universal washroom is provided on Upper Level. Overall, additional space to provide a separate, universal washroom may be available in the Concession Stand space, which is in close proximity to existing washrooms that are provided on the Upper Level. Based on a review of Janitor's closet, space is too small to accommodate a universal washroom (Refer to Photo B33).</p> <p>Two (2) unisex washrooms are provided in Lower Level but are not accessible (Refer to Photos B34 & B35). There is no elevator access provided to Lower Level. For issues related to washroom facilities, including shared washrooms that are provided in Change Rooms, refer to Section D of this report.</p>										
B.9.1	<p>Provision: Universal Washroom</p> <p>None provided.</p> <p>Note: Space may be available, as part of existing Concession Stand space. To be validated.</p>	N/A	<p>Provide one (1) universal washroom (single occupancy), with fully accessible amenities, through retrofit and acquisition of space from Concession Stand if feasible. Integrate a new entrance door, off of main corridor, with power door operator etc. Provide overhead and washroom identification signage with accessibility features integrated.</p> <p>Detailed review and design is required to address all accessibility requirements.</p> <p>Note: This upgrade is proposed in lieu of a full renovation to both existing Men's and Women's washrooms which appeared to have been recently upgraded.</p>	Upper Level (adj. to existing washrooms). Refer to Mapping.	\$5,000.00 (Feasibility Study) \$30,000.00 (Upgrade Cash Allowance)	1	Detailed Study Required	\$5,000.00	\$30,000.00	
B.9.2	<p>Provision: Universal Washroom</p> <p>Single-occupancy unisex washrooms are provided in lower level, where stair access only is provided.</p>	B34, B35	<p>Refer to Section D.6.0 for recommendations.</p> <p>Coordination with elevator feasibility study is required. Refer to B.8.1 and B.8.2.</p>	Lower Level, Unisex washrooms.	NA	NA	Facility Management Review			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.3	<p>Entrances: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear width is 830 mm, suitable for an existing condition. Entrance vestibules have two (2) doors.</p> <p>No power door operators are provided.</p> <p>Door mounted signage is not accessible and does not include tactile/braille features.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	B20, B23, B25, B26, B27, B28	<p>Optional: If space is not available and provision of universal washroom is not feasible, the following upgrades are recommended: (Apply costing identified in A.9.1)</p> <ol style="list-style-type: none"> 1. Provide accessible washroom identification signage. 2. Provide power door operator (PDO) for each vestibule door (exterior/interior) with suitable controls and marked with International Symbol of Accessibility (ISA) decal. 3. Consider removal of interior vestibule doors if privacy issues are not impacted. Cash allowance includes PDO for both exterior and interior vestibule doors at this time. 	Men's & Women's accessible washrooms, Upper Level (adj. to Concession Stand).	<p>\$1,000.00 (identification signage)</p> <p>\$3,500.00 (power door operator)</p>	4	Facility Management Review			
B.9.4	<p>Entrances: Clear Width</p> <p>Clear width of 860 mm is recommended for accessible washrooms with high level of use.</p>	B20, B23, B25, B26, B27, B28	Upgrade to entrance doors to increase clear width to 860 mm (min) is preferred, however, clearance space may not be available. Based on original design of vestibule, providing increased clear door width may not be possible and/or require additional structural design considerations.	Men's & Women's accessible washrooms, Upper Level (adj. to Concession Stand).	<p>\$5,000.00 Cash Allowance</p> <p>(door widening)</p>	4	Facility Management Review			

SECTION B: INTERIOR ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
B.9.5	<p>Provision: Accessible Washrooms: Stalls, Lavatories & Amenities</p> <p>Generally, existing accessible Men's & Women's washrooms are non-compliant, due to limited interior floor space, including accessible stalls. Clear turning space of 1500 mm diameter (minimum) is not provided. Stall doors are not self closing, with limited clear width. Coat hooks are mounted too high (sampled in Men's). Toilet paper dispensers are mounted too high and too far from front edge of toilet for reach.</p> <p>No accessible lavatories or related amenities were identified with suitable clear knee space provided below.</p> <p>Note: Existing accessible stall partitioning could potentially be extended across the full width of the washroom, with removal of one existing lavatory. Detailed review is required.</p>	B20 to B24 B25 to B32	<p>Optional: If space is not available and provision of universal washroom is not feasible, the following upgrades are recommended: (Apply costing identified in A.9.1)</p> <ol style="list-style-type: none"> Expansion of accessible stall entrance clear width (e.g., and provision of required hardware) and interior floor space, to provide clear turning space of 1500 mm diameter (minimum) inside. Provide L-shaped grab bar at side of toilet and coordinate mounting of toilet paper dispenser as required. Ensure 900 mm width (minimum) transfer space at side of toilet, with flush control on transfer side (automatic flush preferred). If space permits, consideration of provision of accessible lavatory in accessible stall. Alternatively, provide at least one accessible lavatory in each washroom with lever faucet control (or automatic preferred), suitable clear knee space and pipe protection below etc. Provide accessible amenities as required (e.g., soap dispensers, lowered mirror, hand dryers, baby change tables). <p>Detailed review and design is required to address all accessibility requirements.</p>	Men's & Women's accessible washrooms, Upper Level (adj. to Concession Stand).	Refer to B.9.1	Varies	Facility Management Review			
Cost Summary								\$5,000.00	\$30,000.00	\$0.00
Total Cost B.9.0								\$35,000.00		

SECTION B PHOTOS: INTERIOR ENVIRONMENTS



B1

Exterior approach to main accessible entrance: Wall-mounted power door operator controls are too small and difficult to identify.



B2

Main accessible entrance: Entrance is not marked with the International Symbol of Accessibility (ISA) decal. Clear door width is non-compliant (too narrow). Proximity card reader is mounted on door jamb, which is difficult to approach & use.



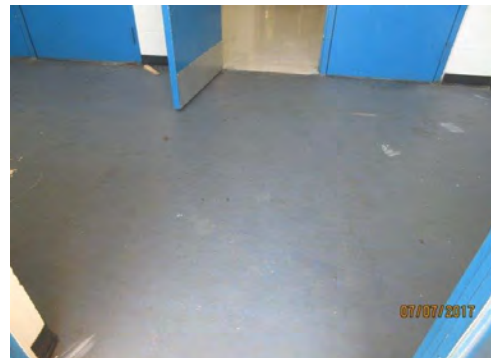
B3

Main accessible entrance: Entrance is not marked with the International Symbol of Accessibility (ISA) decal. Clear door width is non-compliant (too narrow). Proximity card reader is mounted on door jamb, which is difficult to approach & use.



B4

Main accessible entrance vestibule: Interior power door operator control is mounted on door jamb. Control is too small and difficult to identify and use.



B5

Main accessible entrance vestibule: View of interior vestibule clear floor space between 2 sets of doors in series, which is suitable.



B6

Main accessible entrance vestibule: Interior power door operator control is mounted away from door it activates, but controls are too small and difficult to identify and use.



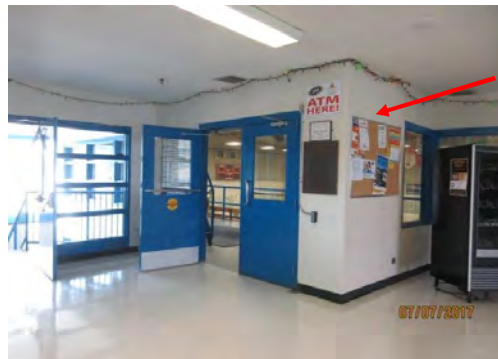
B7 Main accessible entrance vestibule: Interior door is not marked with the International Symbol of Accessibility (ISA) decal. Clear door width is non-compliant (too narrow).



B8 View of main entrance and vestibule from interior side: Accessible door and power door operator control is not marked with ISA decal.



B9 Entrance to seating stands and Ice Rink (north side): No power door operator is provided. Lower edge of glazing is too high.



B10 Entrance to Viewing Stands and Ice Rink (Upper Level): PDO control is too small and difficult to identify. Lower edge of glazing is too high. Accessible Door is not marked with the International Symbol of Accessibility (ISA) decal. Some displays are mounted too high.



B11 Enclosed Viewing Area and Entrance Lobby (looking north): Generally, area is well maintained for circulation. Some glare is reflected from flooring surfaces, adjacent to window wall.



B12 Enclosed Viewing Area and Concession Stand (looking south): No accessible or lowered counter is provided at Concession window.



B13 Enclosed Viewing Area and Entrance Lobby (looking south): Ample clear floor space for circulation is provided. Strong colour contrast is provided on surfaces of support column.



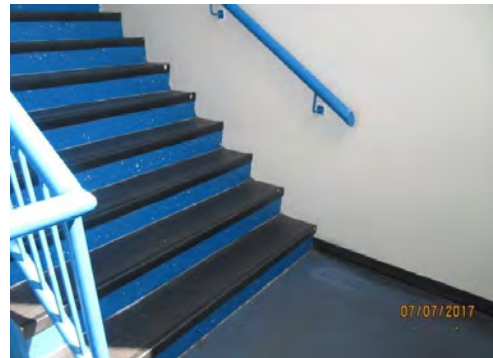
B14 Enclosed Viewing Area: Typical seating & tables are flexible to provide accessibility accommodations. Lower edge of glazing at Viewing Area is suitable.



B15 Entrance to Central Stair: Thumb-latch door hardware is not accessible. Lower edge of glazing is too high but there is additional glazing as part of sidelights that enhances visibility to prevent any potential bumping hazards.



B16 Central Stair: No colour contrasted nosings provided. Handrail grasping dimension is too large. No handrail extensions are provided at top landing.



B17 Central Stair: No colour contrasted nosings provided. Handrail grasping dimension is too large. No handrail extensions are provided at intermediate landing.



B18 Central Stair: No colour contrasted nosings provided. Handrail grasping dimension is too large. No handrail extensions are provided at intermediate landing.



B19 Central Stair: Handrail grasping dimension is too large. No handrail extensions are provided at bottom landing.



B20 Women's Accessible Washroom (Upper Level): Entrance doors have limited clear width but suitable for an existing condition. Door mounted signage is not accessible. No power door operators are provided.



B21 Women's Accessible Washroom (Upper Level): View of interior floor space for circulation adjacent to entrance and regular stalls.



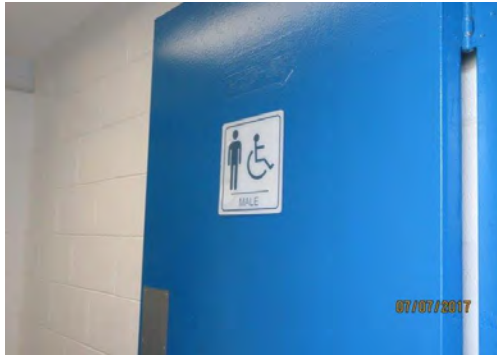
B22 Women's Accessible Washroom (Upper Level): No accessible lavatory is provided with knee space clearance below. Amenities are typically mounted too high (hand dryer & baby change tables).



B23 Women's Accessible Washroom (Upper Level): Entrance doors have limited clear width but typically suitable for an existing condition.



B24 Women's Accessible Washroom (Upper Level): Stall floor space is limited. Flush control is not on transfer side of toilet. Stall doors are not self closing. No L-shaped grab bar is provided at side of toilet. Toilet paper dispenser mounted too far and too high.



B25 Men's Accessible Washroom (Upper Level): Door mounted signage is not accessible. No power door operators are provided.



B26 Men's Accessible Washroom (Upper Level): Entrance doors have limited clear width but typically suitable for an existing condition. Door mounted signage is not accessible. No power door operators are provided.



B27 Men's Accessible Washroom (Upper Level): Entrance doors have limited clear width but typically suitable for an existing condition.



B28 Men's Accessible Washroom (Upper Level): Entrance doors have limited clear width but typically suitable for an existing condition. No power door operator is provided.



B29 Men's Accessible Washroom (Upper Level): View of interior floor space for circulation. No accessible lavatory is provided with knee space clearance below. Amenities are typically mounted too high (hand dryer & baby change tables).



B30 Men's Accessible Washroom (Upper Level): Stall doors are not self closing. Coat hook is mounted too high.



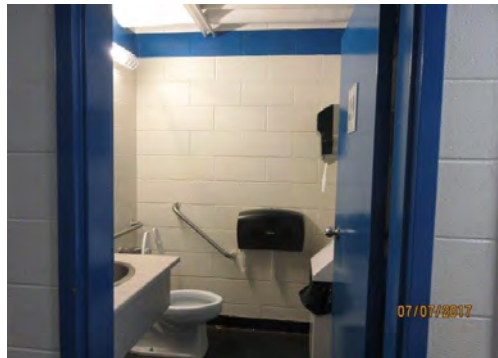
B31 Men's Accessible Washroom (Upper Level): Stall floor space is limited. Flush control is mounted on transfer side of toilet. Stall doors are not self closing. No L-shaped grab bar is provided at side of toilet. Toilet paper dispenser mounted too far and too high.



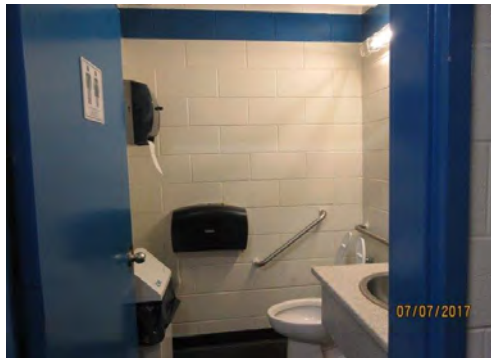
B32 Men's Accessible Washroom (Upper Level): No accessible lavatory is provided with knee space clearance below.



B33 Janitor's Closet (Upper Level): Space is too small to accommodate a universal washroom.



B34 Unisex washroom, Lower Level: No accessibility features identified. Interior floor space is too small for accessible design.



B35 Unisex washroom, Lower Level: No accessibility features identified. Interior floor space is too small for accessible design.

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

C.1.0 GENERAL COMMENTS

Building Systems, Controls and Communications:

Key elements reviewed in this section include: Exterior and interior lighting, interior signage & wayfinding, emergency systems and public amenities.

The following summary observations were made at the time of the audit:

- (a) Typically, interior lighting is centrally controlled and no major problems were identified.
- (b) Fire alarm pull controls are mounted too high. Fire safety plans are posted at entrance / exit doors. However, no accessibility information is typically identified.
- (c) Generally, interior signage and wayfinding system is dated, with limited and/or no accessible design features integrated. Based on size of this facility, a comprehensive signage / wayfinding program is not expected. Improvements are required related to identifying accessible doors (Upper Level).
- (d) No visual alarms for users with hearing loss were identified.
- (e) No accessible public amenities are typically provided at this location, with the exception of a limited number of vending machines, with inconsistent provision of accessibility features. Existing drinking fountains are not accessible.



SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.2.0 EXTERIOR LIGHTING										
C.2.1	<p>Lighting Levels:</p> <p>Night time light levels were not reviewed as part of the scope of this project. To be validated by Facility Manager.</p>		A formal review of exterior lighting conditions to be conducted by Facility Manager during night-time conditions.	Throughout exterior.	\$350.00 Cash Allowance (External Study)	1	Facility Management Review	\$350.00		
Cost Summary								\$350.00	\$0.00	\$0.00
Total Cost C.2.0								\$350.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.3.0 INTERIOR LIGHTING										
C.3.1	<p>General:</p> <p>Lighting levels appeared to be suitable where they were observable at time of audit. Some areas were not illuminated at time of audit but suitable fixtures and task lighting options appeared to be in place.</p>		<p>No upgrades identified.</p> <p>Interior lighting conditions to be validated by Facility Manager (if required).</p>	Various locations, throughout interior.	NA	NA	Facility Management Review			
C.3.2	<p>Lighting controls: Mounting height at 1200 mm MAX.</p> <p>Lighting appeared to be centrally controlled for key areas (e.g., Ice Rink & Spectator Seating, Enclosed Viewing Areas).</p> <p>Some spaces, including Dressing Rooms have occupancy sensors.</p> <p>No light switches were measured at time of audit.</p>		<p>No upgrades recommended at this time. No cash allowance is identified at this time.</p> <p>When interior areas are retrofitted in future and/or based on staff requests for accommodation (e.g., office areas), lower light switches between 900 - 1000 mm and upgrade to "rocker" style switches during future interior upgrades (and not to exceed 1200 mm high from floor). Provide occupancy sensor controls where suitable.</p> <p>Prioritize lowering where switches are independently controlled by public or staff and where they are located along accessible routes. Patch and repair surfaces as required.</p>	<p>Various locations, throughout interior.</p> <p>Staff Office / Concession Stand (Upper Level).</p>	\$1,500.00	Varies	Facility Management Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost C.3.0								\$0.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.4.0 INTERIOR SIGNAGE & WAYFINDING										
C.4.1	<p>Signage system:</p> <p>Generally dated, limited and/or no accessibility features provided. No accessible room identification signage was identified. Some room identification/directional signage is too small (e.g., for washrooms) and does not have accessibility features (e.g., required mounting locations, braille/tactile features).</p> <p>No overhead signage is provided for key amenities (e.g., Washrooms, Concessions Stand) and for key entrances into Rink for those unfamiliar with the facility.</p> <p>Some posted information signs are temporary and may cause visual clutter (e.g., entrance lobby).</p> <p>International Symbol of Accessibility identifies washrooms as accessible when they are not.</p>	C2, C3, C9, C12	<p>A preliminary cash allowance specific to implementation of accessible overhead & directional signage and room/space identification signage is recommended at this time.</p> <p>Conduct a detailed and coordinated signage & wayfinding study for all facilities, City-wide, based on accessibility audit findings for the portfolio as a whole.</p> <p>Implement interior signage upgrades according to requirements of current Accessibility Design Guidelines/standards & best practices. City should develop formalized Guidelines and strategies (e.g., use of pictograms, colour contrast, print size etc.). Detailed Study and Review is required prior to implementation to ensure consistency. Upgrades should be prioritized for higher use public areas and amenities (e.g., washrooms). Existing signage system can be upgraded over the long term, if areas of the facility are renovated (e.g., Lower Level).</p> <p>Based on size of facility, no cash allowance is recommended for a study/review related to this facility.</p>	<p>Various locations, Upper Level (priority):</p> <p>Washrooms; Concession Stand; Viewing Area; Management Office.</p>	\$5,000.00	NA	Facility Management Review	\$5,000.00		
							Cost Summary	\$5,000.00	\$0.00	\$0.00
							Total Cost C.4.0	\$5,000.00		

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.0 EMERGENCY SYSTEMS - FIRE & LIFE SAFETY ISSUES										
General Comments	A fire alarm system was identified for this facility, with fire pull stations provided at key locations. Building is also sprinklered.									
C.5.1	<p>Fire alarm pull stations:</p> <p>Typically mounted too high for reach by users of mobility aids, at 1600 mm.</p> <p>(Sampled at exit doors, north & south side)</p> <p>With no elevator access provided, fire alarm pulls are also mounted too high throughout lower level.</p>	C4, C6, C11	<p>Lower fire alarm pull station controls that are provided along accessible routes, as interior upgrades are implemented over time.</p> <p>Patch and repair previous mounting locations.</p> <p>No Cash Allowance is identified at this time.</p>	<p>Various locations, throughout interior.</p> <p>Upper Level, Ice Rink exits (north & south sides).</p>	\$1,500.00 ea.	Varies	Facility Management Review			
C.5.2	<p>Visual alarms:</p> <p>None provided for users who are Deaf.</p>		<p>Integrate and coordinate installation of visual alarm strobes to accommodate users who are deaf (assumed existing system can be adapted). Placement of visual alarms to be determined based on detailed review of current alarm system. To be validated by Facility Manager if existing system can be upgraded.</p> <p>No Cash Allowance is identified at this time. To be coordinated if upgrades implemented (e.g., prioritized and costed as part of new universal washroom if provided).</p>	<p>Throughout interior.</p> <p>Upper Level, Universal Washroom (<u>Proposed</u>)</p>	NA	NA	Detailed Study Required			

SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.3	<p>Evacuation procedures:</p> <p>None formally identified during audit for users with disabilities.</p> <p>Users of mobility aids generally have access to upper level only at this time.</p> <p>Fire & Life Safety: Posted plan is typically mounted too high at 1670 mm (sampled at exit door, north side). No information was identified, specifically referencing accessibility. Plans appear to be strategically posted.</p> <p>Lower level exits from Ice Rink are typically not provided on an accessible route (e.g., stair access only is provided between upper and lower levels).</p>	C7	<p>City and Facility Manager to validate formal emergency evacuation policies, procedures and practices at this location, including means of egress for users of mobility aids and people with varying disabilities.</p> <p>Direct access to grade level is potentially provided from upper level only, through main and secondary exits.</p> <p>Provide Staff Training and Awareness as required, over both the short and long terms.</p> <p>Note: Coordinate training with development of internal policies and related procedures. Coordinate and Consult with City Fire Department / personnel.</p>	<p>Throughout interior.</p> <p>Exit Doors, Ice Rink (north & south sides).</p> <p>Main entrance/exit (east side).</p>	NA	NA	Policy / Practice / Procedure Review			
C.5.4	<p>Automated external defibrillator (AED) cabinet:</p> <p>Some safety equipment is not mounted at an accessible height and location, when provided adjacent to an accessible route (Upper Level only). Projection from wall is a potential bumping hazard for users with a vision loss.</p>	C5	<p>Lower AED cabinet and/or provide wing-walls for cane detection and to prevent potential bumping hazards. Ensure operating hardware is provided at accessible height. Ensure clear floor space is provided adjacent for use and approach by users of mobility aids.</p>	Upper Level, Entrance Lobby.	NA	NA	Maintenance Required			

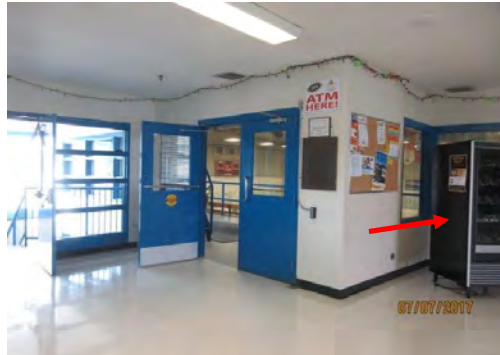
SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.5.5	<p>Fire Extinguishers: (wall-mounted)</p> <p>Fire extinguisher cabinet projects from wall (170 mm), and base is not cane detectable at 770 mm high above floor, resulting in a potential bumping hazard.</p>	C5	<p>Lower cabinet and/or provide wing-walls for cane detection and to prevent potential bumping hazards. Upgrade to newer models that do not project when replacement is required over time. Prioritize for highest use accessible routes.</p> <p>Refer to OVAL product specifications: http://ovalfireproducts.com/ada_requirements_for_fire_extinguisher_installation/</p>	Upper Level, Entrance Lobby.	NA	NA	Facility Management Review			
C.5.6	<p>Exiting (Upper Level):</p> <p>Level access is provided to exterior at Emergency Exit from upper level (south side). Clear door width of 830 mm is suitable for an existing condition.</p> <p>Stepped access to stairway and top landing area is provided only, at Emergency Exit from upper level (north side).</p>	C3, C11	<p>Consider option of providing an evacu-chair for use at north exit, due to step. Stair access only.</p> <p>Over the longer term, coordinate upgrades if other accessibility improvements are made (e.g., elevator access between upper & lower levels) and related to providing ramped or sloped access at exit door locations with broader evacuation plan / strategies proposed for this location.</p> <p>At least one exit on each side should be upgraded. To be validated by Facility Manager.</p> <p>No Cash Allowance is identified at this time. detailed design & review is required.</p>	<p>Emergency Exit locations, north & south sides (sampled)</p> <p>Refer to Site Plan Mapping</p> <p>Other locations to be validated.</p>	NA	NA	Facility Management Review			
Cost Summary								\$0.00	\$0.00	\$0.00
Total Cost C.5.0								\$0.00		

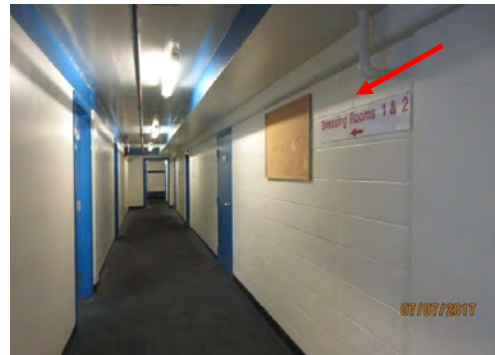
SECTION C: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
C.6.0 PUBLIC AMENITIES - PUBLIC TELEPHONES, DRINKING FOUNTAINS, ETC.										
C.6.1	<p>Drinking Fountain:</p> <p>No accessible drinking fountain is provided.</p> <p>Note: Existing recessed fountains are designed for stand-up use only, with no accessibility features.</p>	C9, C10	<p>Provide at least one accessible fountain in facility (e.g., in main entrance lobby). Upgrade of existing is assumed.</p> <p>Provision of water fountains in lower level not considered a high priority and can be addressed if other required upgrades are implemented first (e.g., elevator access). No cash allowance is recommended.</p>	<p>Upper Level, Viewing Lobby.</p> <p>Lower Level, north & south corridors.</p>	<p>\$3,500.00</p> <p>Cash Allowance</p>	<p>1</p> <p>(higher priority)</p> <p>2</p> <p>(lower priority)</p>	Cash Allowance Recommended	\$3,500.00		
C.6.2	<p>Accessible Vending Machines:</p> <p>One newer vending machine is accessible (pop-machine), with controls at 600 to 1200 mm maximum.</p> <p>Older vending machine and ATM machine are not accessible with some controls mounted too high. Equipment also appeared to be temporarily out of place due to interior maintenance being conducted.</p>	C1, C8	City to consider provision of additional vending machines with accessibility features.		NA	NA	Facility Management Review			
Cost Summary								\$3,500.00	\$0.00	\$0.00
Total Cost C.6.0								\$3,500.00		

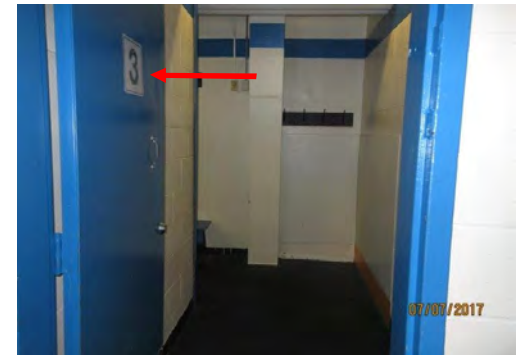
SECTION C PHOTOS: BUILDING SYSTEMS, CONTROLS & COMMUNICATIONS



C1 Typical information signage / bulletin boards (Upper Level): Generally, information is posted too high for users of mobility aids. Vending equipment appeared to be out of place temporarily at time of audit (e.g., interior upgrades/maintenance was underway).



C2 Typical directional signage (Change Rooms, Lower Level):



C3 Typical room identification signage (Change Room #3, Lower Level):



C4 Fire alarm pull, Lower Level: Mounted too high for users of mobility aids. However, there is no elevator access to lower level at this time.



C5 Upper Level, Enclosed Viewing Area & Entrance Lobby: Safety equipment typically mounted too high for users of mobility aids.



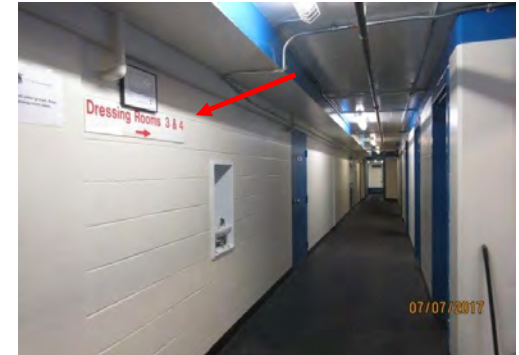
C6 Fire alarm pull, Upper Level, Viewing Stands (south side exit): Mounted too high for users of mobility aids.



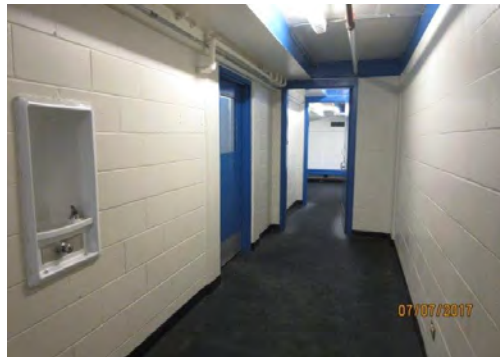
C7 Fire safety / evacuation plan: No information related to accessibility identified and/or is provided.



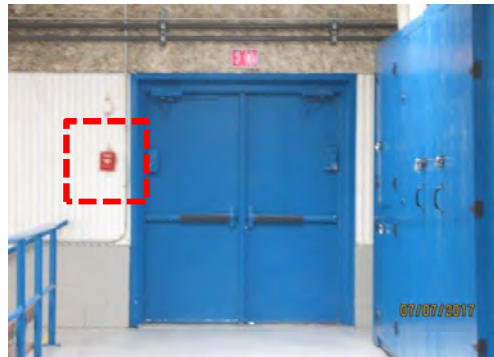
C8 Drinking Fountain and Dispensing Machines (Upper Level):



C9 Recessed Drinking Fountain (Lower Level): Not accessible. No elevator access is provided to Lower Level.



C10 Recessed Drinking Fountain (Lower Level): Not accessible. No elevator access is provided to Lower Level.



C11 Fire alarm pull, Upper Level, Viewing Stands north side exit): Mounted too high for users of mobility aids.



C12 No overhead signage is provided to assist with identifying Concession Stand and Entrances to Washrooms.

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

D.1.0 GENERAL COMMENTS

Special Facilities, Spaces and Environments:

This section reviews accessibility features related to:

1. Meeting Rooms & Assembly Areas;
2. Staff Offices;
3. Kitchens & Dining Areas; and
4. Arena Facilities and Dressing & Change Rooms.

Due to limited accessibility features and amenities provided at this location as part of its original design and considering the age of this facility, extensive renovations are required to address current accessible design requirements. As a result, for many upgrades, detailed review and design is required and costing would require additional feasibility studies and/or analysis. No Cash Allowance is identified for some recommended upgrades as identified in this report due to the extensive nature of physical, structural, mechanical and electrical renovations that would be required.

The following summary observations were made at the time of the audit:

- (a) Generally, both change room and washroom amenities (lower level) were not originally designed with accessibility in mind (e.g., curbs at showers, very limited floor space for shared washroom/shower facilities), and detailed design and upgrades are required.
- (b) No elevator access is provided to change rooms and washrooms which are located on lower level. Detailed review and design is required related to potential upgrades for typical arena amenities, including Change Rooms and Spectator Viewing Areas as identified in this report.
- (c) Manager's Office was occupied at time of audit and interior was not reviewed. Based on visual inspection, entrance door appears to be typical, same as other single doors at this location. Generally, the interior floor space could be reconfigured for accessibility accommodations, including required furniture.
- (d) With no elevator access provided to the lower level, no access is provided to Rink level.
- (e) Consideration for sledge/sled hockey accessible design requirements should be integrated as part of any future upgrades related to lower level, to accommodate the needs of all users with or without a disability who may participate in this sport at a recreational or professional level. Based on existing design of this facility, it may not be feasible to meet the needs of sledge/sled hockey participants which may need to be accommodated at alternate City Facilities (e.g., Multiplex). In addition to other amenities (e.g., accessible change rooms / washrooms / showers, accessible corridors & doorways), accessible thresholds would be required at player/access gate locations enabling sledge/sled hockey players to skate on and off the rink while in their sleds. This would allow for the rink to host sledge/sled hockey games and/or demonstrations. The rink boards located at the benches would also have to have clear polycarbonate panels for participants to view the rink during play. The bench area would also have to be made wider to accommodate sledge/sled hockey players the proper spatial access in front of the players bench. This does not appear to be feasible based on existing design and constraints related to location of players benches and penalty boxes on one side of the ice rink, where there may not be space for physical expansion.



SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.2.0 ASSEMBLY AREAS, ACTIVITY ROOMS & MEETING ROOMS										
General Comments	<p>No private meeting or activity rooms were identified at this facility.</p> <p>For Rink Viewing and Assembly Areas (upper level), refer to Section D.5.0.</p> <p>Refer to Section B.4.0 of this report, which includes a review of circulation related to the Enclosed Viewing Area, adjacent to the Concession Stand, located on upper level.</p>									
D.2.1	<p>Assistive Listening Device:</p> <p>None identified for the facility, through signage. No International Symbol for Hearing Loss pictograph was identified, to indicate the availability of an ALD or related equipment.</p> <p>Note: Provision of assistive listening devices (ALD's) would need to be coordinated with broader strategy related to play by play announcements etc. No cash allowance is identified at this time.</p> <p>For users with vision loss, announcements via ALD would also be a potential option, as an alternative to scoreboard updates only etc.</p>	NA	<p>Consider providing a portable assistive listening device (e.g., with suitable # of receivers based on Arena seating capacity) and/or hearing loop system, for users with hearing loss, that is made available upon request. Ensure device is suitable for building type and multipurpose uses, and that it can be used throughout facility.</p> <p>Provide required identification signage for ALD's and post strategically with information on where to obtain devices (e.g., Management Office).</p> <p>If portable, device may be suitable for use throughout facility and at other areas as well (e.g., Concession, Enclosed Viewing Area / Rink Viewing Area). A separate unit may be required for Concession Stand.</p> <p>For options, refer to the Better Hearing Solutions website: http://www.betterhearingsolutions.ca/</p>	Viewing areas (enclosed & rink side), Upper Level; Concession Stand.	\$5,000.00	Varies	Facility Management Review	\$5,000.00		
							Cost Summary	\$5,000.00	\$0.00	\$0.00
							Total Cost D.2.0	\$5,000.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.3.0 KITCHENS, CAFETERIAS & DINING AREAS										
General Comments	This section refers to the Concession Stand, located on upper level of the facility, which has some Kitchen features as part of the staff work areas. Generally, original design did not address any accessibility features / requirements.									
D.3.1	<p>Accessible counter:</p> <p>None provided on either public or staff side.</p> <p>Note: Existing counter top surface is for standing height use only at 1115 mm high.</p>	D2	<p>Upgrade counter to provide a lowered, accessible service counter (on both public & staff sides of counter).</p> <p>Coordinate with other interior upgrades if implemented.</p> <p>Note: Wall is concrete block and security gate for serving window may also have to be adapted when counter upgraded.</p>	Concession stand / bar (upper level).	\$3,500.00	1	Facility Management Review	\$3,500.00		
D.3.2	<p>Dining Area:</p> <p>Floor space is generally open concept and flexible to accommodate portable seating and tables. Aisles can be configured as necessary.</p>	B12, B13, B14	Refer to Section B.	Concession stand / bar (upper level).	NA	NA	Detailed Study Required			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.3.3	<p>Kitchen:</p> <p>No accessible design features identified. No accessible sink, appliances (fridge/stove) or counter is provided.</p>		<p>No upgrades are recommended in short term. No cash allowance identified at this time.</p> <p>When upgrading appliances in future, procurement to address accessible design requirements for any equipment that applies to this facility (e.g., fridge, stove, microwave, coffee machine etc.). Provide accommodations based upon request and to be determined on an ongoing basis.</p> <p>Note: It was assumed that the priority for upgrades over the short term would be for visitor's with disabilities since accessibility is very limited for this facility as a whole.</p>	Concession stand / bar (upper level).	NA	NA				
Cost Summary								\$3,500.00	\$0.00	\$0.00
Total Cost D.3.0								\$3,500.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.4.0 OFFICE ENVIRONMENTS										
General Comments	Generally, Manager's office (upper level) has potential floor space for circulation by users of wheeled mobility aids, however, accommodations would need to be made with existing furniture (e.g., could be re-arranged for staff with disabilities as required).									
D.4.1	<p>Offices and Work Related Areas:</p> <p>The Manager's office was occupied at time of audit. Interior was not reviewed but was visually inspected.</p> <p>Assumed that maneuverability is typically limited with the need to reconfigure furniture/layout to provide any future accommodations for users of mobility aids. Typical furniture is not accessible, including work surfaces, equipment and storage areas.</p>	D1	<p>If required, develop a City-wide Policy that allows Staff accommodations to be made where no existing accessibility provisions are included (e.g., narrow aisles that limit wheelchair & scooter maneuverability) or there are temporary barriers.</p> <p>Policy can also address how future upgrades of staff amenities or furniture procurement (e.g., systems furniture, tables, whiteboards, phones, storage areas and seating etc.) can take accessibility issues into consideration.</p> <p>No cash allowance is recommended at this time.</p>	Manager's Office (upper level).	NA	NA	Policy / Practice / Procedure Review			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.4.2	<p>Door clear width: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear width at 830 mm is suitable for existing condition. However, knob door hardware is not accessible.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	D1	<p>Provide lever door hardware if requested as a staff accommodation. A cash allowance is provided.</p> <p>If required, provide increased clear width at entrance when office is upgraded in future and/or to provide staff accommodation if requested. This includes power door operator if required.</p> <p>A preliminary cash allowance is identified at this time for ongoing review by Facility Management.</p>	Manager's Office (upper level).	<p>\$500.00 (lever hardware set)</p> <p>Optional: \$3,500.00 (power door operator)</p> <p>\$10,000.00 Cash Allowance (full door upgrade)</p>	Varies	Facility Management Review	\$500.00		
Cost Summary								\$500.00	\$0.00	\$0.00
Total Cost D.4.0								\$500.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.5.0 ARENA FACILITIES										
General Comments	<p>With no elevator access to basement level, there is no accessible route provided to Ice Level, based on original design. Existing sloped route to main gate is non-compliant.</p> <p>Consideration for sledge/sled hockey accessible design requirements should be integrated as part of any future upgrades related to lower level, to accommodate the needs of all users with or without a disability who may participate in this sport at a recreational or professional level. Refer to Section D.1.0 for additional information.</p> <p>Stair system provided for Scorekeeper's Box has open risers and does not appear to be typical design for a regular staircase. Assumed this type of stair is a permitted exception based on type and level of use (e.g., not for public use, with limited staff use only). No additional review was conducted. Refer to Photos D10 & D11.</p>									
D.5.1	<p>Ice Rink Features & Amenities:</p> <p>No accessible entry to ice surface was identified (all 3 gates).</p> <p>Gate #1 (Central):</p> <p>Entrance off corridor is potentially accessible with double doors. Sloped route is non-compliant, with temporary wooden ramp. Gate clear width is potentially accessible with double doors.</p> <p>Note: Access to Ice surface typically has a transition on both sides of gate entry points.</p>	D22, D23	<p>Upgrades to be coordinated with provision of elevator access to basement and if it is determined that at least one universal change room can be provided in basement level.</p> <p>Detailed design and review is required. Key upgrades may include:</p> <ol style="list-style-type: none"> 1. Power door operator (PDO) at existing double doors. Assume full upgrade of doors may be required. Ensure at least one accessible door leaf (860 mm clear width) with PDO, or new PDO opens both existing doors. 2. Sloped surface of corridor to be 5% max., with level access/thresholds to ice surface both sides of gate (double doors). Alternatively, ramping may be required. Consideration for additional gate opening hardware that meets accessibility requirements. 900 mm minimum clear width at gate is recommended for single or double doors. <p>A preliminary Cash Allowance is recommended.</p>	Lower Level, Gate #1 (Central). Refer to Mapping	\$25,000.00 Cash Allowance (prelim.)	Varies	Detailed Study Required			\$25,000.00

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.5.2	<p>Ice Rink Features & Amenities:</p> <p>No accessible entry to ice surface was identified (all 3 gates).</p> <p>Gate #2 & #3 (single doors): Entrance clear width at 830 mm, to gradually sloped corridor. Corridor is 1200 mm wide (measured adj. to Dressing Room #4). Clear width of gate is 760 mm. Appears to be typical, for other Gate & sloped route, located adjacent to Dressing Room #2.</p>	D39, D40, D48	<p>No upgrade recommended at this time. Refer to D.5.1.</p> <p>Note: Gate #1 or central gate, could potentially be upgraded if elevator access to basement is provided in future.</p>	<p>Lower Level, Gate #2, adj. to Dressing Room #4 (sampled).</p> <p>Gate #3 (adj. to Dressing Room #2)</p> <p>Refer to Mapping</p>	NA	NA	Detailed Study Required			
D.5.3	<p>Door clear width: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Level transitions and suitable thresholds are provided at doorways.</p> <p>Door clear width at 835 mm is suitable for an existing condition. Lower edge of door glazing is too high (1055 mm +/-).</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	D22, D23	<p>No upgrade is recommended at this time. Refer to D.5.1.</p> <p>To be coordinated if other extensive upgrades are implemented to provide access to lower level.</p>	<p>Lower Level, Entrance to Gate #1 (Central).</p>	NA	NA	Detailed Study Required			

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.5.4	<p>Players Benches:</p> <p>Existing design, location and interior space allowances are generally non-compliant for accessibility and/or to accommodate sledge / sled hockey players.</p>	N/A	<p>No upgrade recommended at this time.</p> <p>Feasibility Study required to identify potential upgrades and the level of accessibility that can be provided for Lower Level, where the only access to Players Benches is currently made available. Users have to cross ice surface.</p>	<p>Players Benches (off of Lower Level).</p> <p>Refer to Mapping</p>	NA	NA	Detailed Study Required			
D.5.5	<p>Accessible viewing & seating areas (Rink side):</p> <p>No designated accessible seating/viewing areas for users of mobility aids were identified. No lowered railings identified. Lower rail of guardrail is mounted at 540 mm, with top rail mounted at 1070 mm high. However, clear floor space is available on Upper Level.</p> <p>Existing seating and viewing stands have step access only and typically are constrained due to narrow aisle clearances with no accessibility features such as handrails. Tread depth at 255 mm and riser height at 170 mm is suitable.</p> <p>All step tread nosings are colour contrasted (e.g., 50 mm painted strips, with bright yellow colour/tonal contrast), which appear to be consistently provided on all steps.</p>	<p>D6, D7, D9</p> <p>D5, D16</p>	<p>Conduct detailed review and design to determine suitable location for at least one designated, accessible viewing area.</p> <p>It appears that the central area, adjacent to the entrance from enclosed viewing area to the Ice Rink surface, is the most suitable space to provide an accessible viewing area. This entrance is also equipped with a power door operator.</p> <p>Modify top rail of guard rail (e.g., lower to 900 mm) to ensure viewing at eye level is not obstructed for users of wheeled mobility aids. Integrate other design considerations as required (e.g., surface markings, lower curb rail and/or side rails).</p> <p>Note: Accessible Viewing Areas could also be integrated fully, however, this would require parts of the seating/benches to be filled in below (e.g., by extending concrete floor forward). At this time, preliminary upgrades were considered recognizing the age of this facility.</p>	<p>Upper Level Viewing Area, Rink side.</p>	<p>\$5,000.00</p> <p>Cash Allowance</p>	Varies	<p>Facility Management Review</p>	\$5,000.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.5.6	<p>Spectator Seating: Benches</p> <p>Wooden benches are typically too low at 370 mm high, with limited depth for sitting surface, and do not meet current accessibility requirements.</p>	D5, D16	<p>No upgrade is recommended due to original design and availability of additional viewing and seating areas that are provided.</p> <p>City to consider improved design if bench seating fully upgraded in future.</p>	Upper Level, Spectator Seating and Rink-side.						
D.5.7	<p>Circulation: Clear Width & Projections</p> <p>Suitable clear width is provided at 1210 mm (minimum) at narrowest section (where glazing of enclosed viewing area is located).</p>	D12, D13	<p>No upgrade is recommended due to structural limitations. Suitable clear width is provided over a short distance and there are areas to turn around at each end.</p>	Upper Level, Spectator Seating and Rink-side Viewing Area.	NA	NA				
D.5.8	<p>Circulation: Clear Width & Projections</p> <p>Display cabinet projects more than 100 mm from wall, at 340 mm, with base too high for cane detection at 780 mm.</p> <p>Generally, steel support columns have strong colour contrast to prevent any potential bumping hazards.</p>	D7, D8	<p>Install wing walls or other feature(s) at sides of display cabinet for cane detection by users with vision loss, with lower edge at 680 mm maximum, when approaching from either side.</p>	Upper Level, Spectator Seating and Rink-side Viewing Area.	\$750.00	1 set		\$750.00		

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.5.9	Assistive Listening Devices (ALD's): None identified as available through signage.		Refer to Section D.2.0.	Throughout interior.	NA	Varies	Facility Management Review			
D.5.10	General: Accommodations for users with disabilities.		Staff to provide accommodations as requested. These may be focused on Upper Level, where access is currently provided. Some types of disabilities may also be accommodated in Lower Level. Coordinate with ongoing staff customer service training, conducted for recreation facility staff on an ongoing basis.	Throughout facility.	NA	NA	Staff Training / Awareness			
Cost Summary								\$5,750.00	\$0.00	\$25,000.00
Total Cost D.5.0								\$30,750.00		

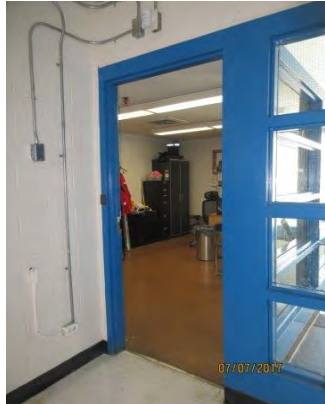
SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.6.0 DRESSING & CHANGE ROOMS										
General Comments	<p>There are five (5) Change Rooms provided on the lower level (basement), on one side of the Rink. Generally, all changing room and washroom amenities (lower level) were not originally designed with accessibility in mind, recognizing that there is no elevator access to the lower level. Detailed design and upgrades are required.</p> <p>Dressing Room washrooms and shower facilities are typically shared. Entrances to showers have curbs at 160 mm high, with clear width at 800 mm (sampled at washroom, Dressing Room #1 & #2).</p> <p>Corridor clear widths in Lower Level are generally suitable, however, there is limited maneuverability at doorways. (Refer to Photos D24 & D26)</p>									
D.6.1	<p>Provision: Accessible Washroom</p> <p>None provided. Two, single-occupancy unisex washrooms are provided and are not accessible. Washrooms are too small with limited interior floor space. Entrance door clear width does not meet current requirements at 830 mm.</p> <p>Note: Rooms are same size, 1630 mm total width and 1670 mm total depth.</p>	D3, D4	<p>Combine both washrooms into a universal washroom (single occupancy) and dressing room, with shower facilities. Includes new entrance door and full accessibility upgrades.</p> <p>Alternate locations would be to consider Dressing Room #5.</p> <p>Coordinate with elevator upgrade which requires implementation first. Refer to B.8.1 and B.8.2.</p>	Lower Level, Unisex Washrooms.	\$30,000.00	2	Detailed Study Required			\$30,000.00

SECTION D: SPECIAL FACILITIES, SPACES & ENVIRONMENTS

Ref #	Accessibility Issue	Photo Ref.	Recommendation(s)	Location(s)	Cost per Unit	# of Units	Additional Comment	Budget Allowance (\$)		
								P1 Short-Term	P2 Medium-Term	P3 Long-Term
D.6.2	<p>Entrances: Door clear width: Clear door width, 810 mm minimum (or 860 mm min recommended).</p> <p>Clear door width is too narrow at 830 mm or less (sampled Dressing Room #1 & 2). Clear door widths of 850 mm provided (Dressing Room #5).</p> <p>D-pull and push plate door hardware is typical and suitable. No power door operators are provided.</p> <p>Note: 850 mm (min) clear width meets National Building Code requirement. 860 mm (min) is recommended as best practice.</p>	D31, D37, D38, D42, D45, D56, D57	<p>Refer to B.8.1 re: Feasibility Study (elevator provision).</p> <p>No upgrades are recommended for typical change rooms at this time recognizing there is no elevator access between floor levels. Interior layout and configuration generally requires full retrofit for accessibility.</p> <p>Detailed design and review required to upgrade any existing change room to be fully compliant. This will include widening entrance doors and installing power operators, expanding and upgrading the washroom facilities, and creating new fully accessible roll-in shower facilities.</p>	Lower Level, Change Rooms #1 to #5.	NA	NA	Detailed Study Required			
D.6.3	<p>Change Rooms / Washrooms / Locker Rooms:</p> <p>Interior floor space is generally limited for circulation in shared shower / washroom facilities. No accessibility features are identified. Toilet stall dimensions are very limited.</p> <p>Typical benches, hangers, and any shelving were not designed for accessibility. No accessible lockers identified. Floor space in change room areas typically could accommodate users of mobility aids.</p>	D27 to D38 D42 to D46 D49 to D57	<p>Refer to D.6.1 for alternate option / potential upgrade related to provision of one (1) universal washroom / changeroom and preliminary Cash Allowance. No upgrades are recommended for change rooms and interior amenities at this time, recognizing there is no elevator access to lower level.</p> <p>Note: Based on occupancy and detailed understanding of level of use. It may not be feasible to provide upgrades at this location, due to the age of the facility and overall limited provision of accessibility features throughout. It may be more practical to coordinate and facilitate use of other City facilities to address accessibility needs at this time (if available).</p>	Lower Level, Change Rooms #1 to #5.	NA	NA	Facility Management Review			
Cost Summary								\$0.00	\$0.00	\$30,000.00
Total Cost D.6.0								\$30,000.00		

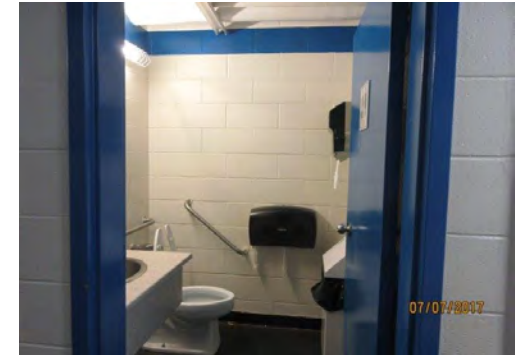
SECTION D PHOTOS: SPECIAL FACILITIES, SPACES & ENVIRONMENTS



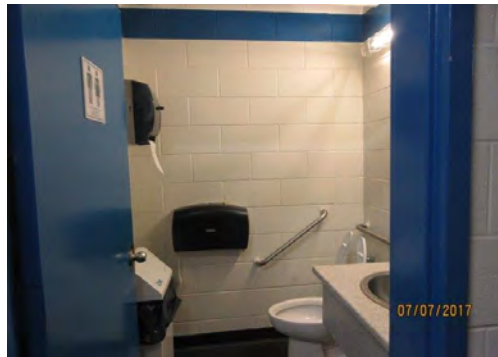
D1 Office (Upper Level): Generally, accessibility accommodations could potentially be made with suitable interior clear floor space available.



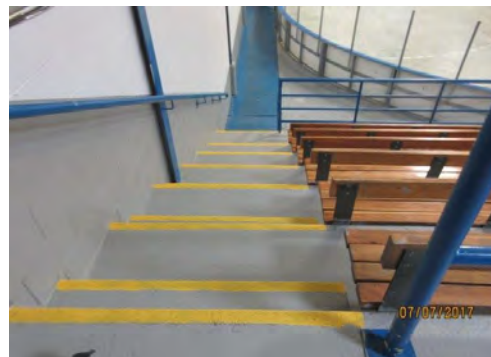
D2 Concession Stand (Upper Level): No lowered counter section is provided.



D3 Unisex washroom, Lower Level: No accessibility features identified. Interior floor space is too small for accessible design.



D4 Unisex washroom, Lower Level: No accessibility features identified. Interior floor space is too small for accessible design.



D5 Typical stair to Arena Seating (Upper Level, south side): Colour contrasted stair tread nosings are provided.



D6 Corridor & Viewing Area (Upper Level, south side): Potential area to accommodate accessible viewing/seating positions.



D7 Corridor & Viewing Area (Upper Level, south side): Display cabinet projection.



D8 Corridor & Viewing Area (Upper Level, south side): Cabinet projects with no cane detectable bottom edge for users with vision loss.



D9 Corridor & Viewing Area (Upper Level, south side): Potential area to accommodate accessible viewing/seating positions.



D10 Central Entrance to Ice Rink Stands, Upper Level: PDO control is small and difficult to identify. Lower edge of glazing is mounted too high.



D11 Scorekeeper's Box, Upper Level: Open riser stairs are not accessible, however, it is recognized that this is a unique feature with no public access.



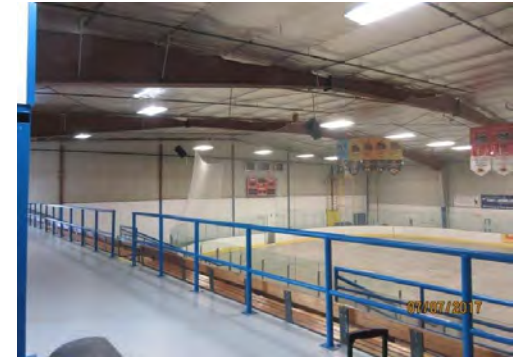
D12 Corridor (Upper Level, north side): Suitable clear width is provided, although it is limited to allow one way traffic only.



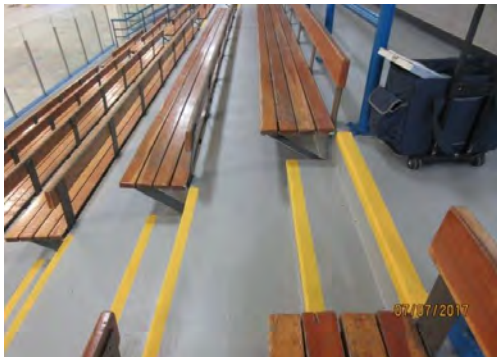
D13 Corridor (Upper Level, north side): Suitable clear width is provided, although it is limited to allow one way traffic only.



D14 View of Ice Surface (north side).



D15 View of Ice Surface (south side).



D16 Typical stair to Arena Seating (Upper Level, north side): Colour contrasted stair tread nosings are provided.



D17 Entrance to Enclosed Viewing Area from Ice Rink (Upper Level): No power door operator is provided. Lower edge of glazing is mounted too high.



D18 Corridor & Viewing Area (Upper Level, north side): Accessible route is well maintained.

Barrier Removal Action Plan



D19 Entrance to Lower Level, off of main stair: Typical clear width provided.



D20 Entrance Lobby / Seating Area (Lower Level): Potential area to accommodate elevator provision.



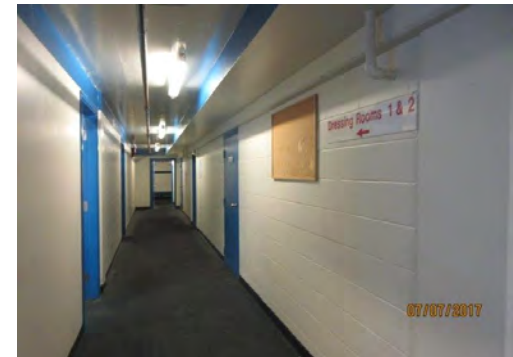
D21 Entrance Lobby / Seating Area (Lower Level): Typical bench seating.



D22 Entrance to Gate #1 (Central) leading to Ice Surface: Entrance and Gate could potentially accommodate accessibility.



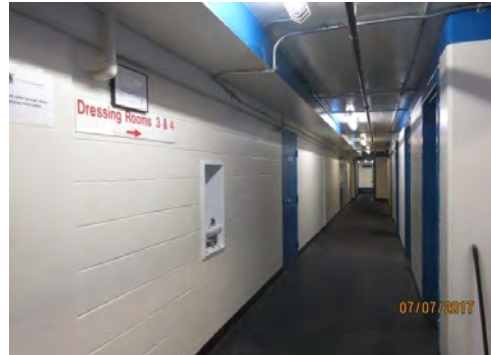
D23 Sloped corridor and temporary ramping leading to Gate #1 (Central) to Ice Surface: Ramping is non-compliant.



D24 Corridor to Change Rooms #1 & #2, Lower Level (north side): Suitable clear width is typically provided.



D25 View of room adjacent to Dressing Room #5.



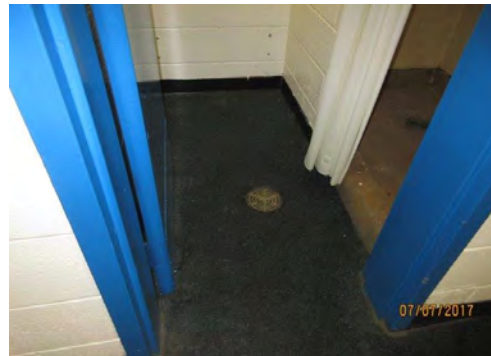
D26 Corridor to Change Rooms #3 & #4, Lower Level (north side): Suitable clear width is typically provided.



D27 Referee's / Official's Change Room (Lower Level, north side).



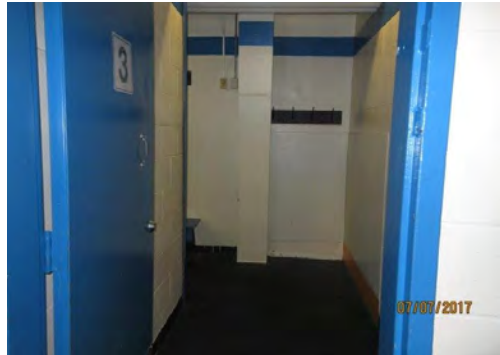
D28 Referee's / Official's Change Room (Lower Level, north side).



D29 Referee's / Official's Change Room (Lower Level, north side): Entry clear width is too narrow. Curbing is not accessible. Interior dimensions limited.



D30 Referee's / Official's Change Room (Lower Level, north side): Entry clear width is too narrow. Interior dimensions limited.



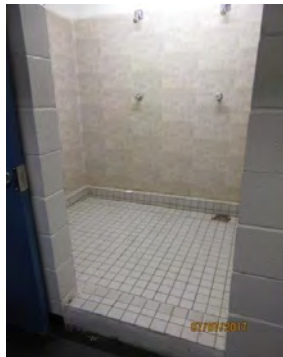
D31 Entrance, Change Room #3 (Lower Level, north side): Limited clear width.



D32 Change Room #3 (Lower Level, north side).



D33 Shared Shower / Washroom, Change Rooms #3 & #4 (Lower Level, north side): Limited interior floor space for shared facilities.



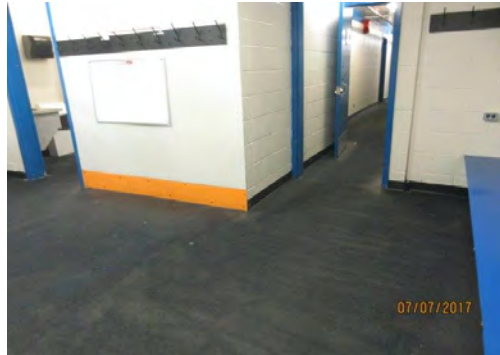
D34 Shared Shower, Change Rooms #3 & #4 (Lower Level, north side): Entry clear width is too narrow. Curbing is not accessible. Interior dimensions limited.



D35 Shared Washroom, Change Rooms #3 & #4 (Lower Level, north side): Limited interior floor space for shared facilities.

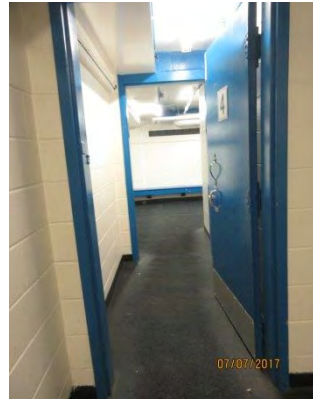


D36 Change Room #4 (Lower Level, north side).



D37

Change Room #4 (Lower Level, north side).



D38

Entrance Corridor, Change Room #4 (Lower Level, north side): Limited clear door width and floor space in entrance vestibule.



D39

Sloped corridor & Gate to Ice Surface (adj., Change Room #4, north side): Limited clear width and floor space.



D40

Entrance to Ice Surface (adj., Change Room #4, north side): Limited clear width.



D41

Corridor Lower Level (north side):



D42

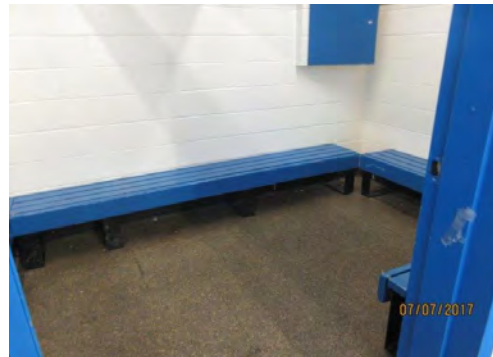
Change Room #5 (Lower Level, south side):

Barrier Removal Action Plan



D43

Change Room #5 (Lower Level, south side).



D44

Change Room #5 (Lower Level, south side).



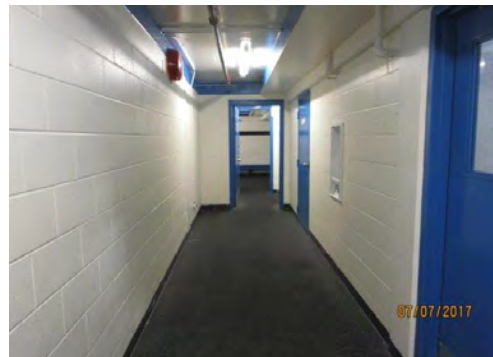
D45

Change Room #2 (Lower Level, south side).



D46

Change Room #2 (Lower Level, south side).



D47

Corridor Lower Level (south side).

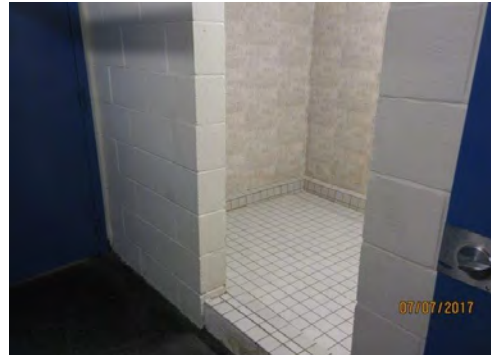


D48

Sloped corridor & Gate to Ice Surface (adj., Change Room #2, south side): Limited clear width and floor space.



D49 Shared Shower / Washroom, Change Rooms #1 & #2 (Lower Level, south side): Limited interior floor space for shared facilities.



D50 Shared Shower, Change Rooms #1 & #2 (Lower Level, south side): Entry clear width is too narrow. Curbing is not accessible. Interior dimensions limited.



D51 Shared Washroom, Change Rooms #1 & #2 (Lower Level, south side): Limited interior floor space.



D52 Shared Washroom, Change Rooms #1 & #2 (Lower Level, south side): Limited interior floor space for shared facilities.



D53 Entrance, Shared Shower / Washroom, Change Rooms #1 & #2 (Lower Level, south side): Looking into Change Room.

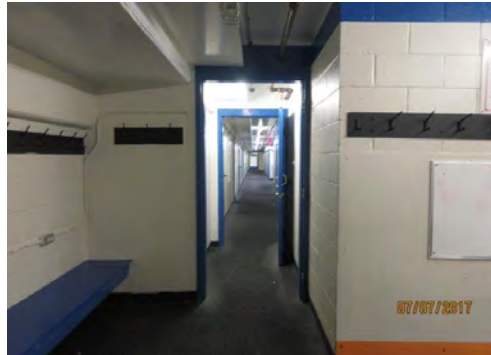


D54 Change Room #1 (Lower Level, south side): Typical change room conditions.



D55

Change Room #1 (Lower Level, south side).



D56

Change Room #1 (Lower Level, south side).



D57

Entrance Corridor, Change Room #1 (Lower Level, south side): Limited clear width.



Barrier Removal Action Plan Yellowknife Multiplex

Final Report June 6, 2018

Prepared for: City of Yellowknife
Prepared by: Ann Peters Planning and Dillon Consulting Limited



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APPENDICES

- A. Photographs Exterior Environment
- B. Photographs Interior Environment
- C. Photographs Building Systems, Controls and Communications
- D. Photographs Special Facilities, Spaces and Environments

1 Introduction

The overall goal of this accessibility audit is to assist the City of Yellowknife with identifying actions that will improve the level of accessibility for users with a broad range of abilities. This barrier removal action plan identifies work and upgrades that would improve accessibility at the **Yellowknife Multiplex**, meeting the needs of all building users from a 'cross-disability' perspective.

1.1 Audit Process

This accessibility audit examined building conditions on May 18, 2018. Accessibility was evaluated using criteria from several sources including: the Ontario Building Code (OBC 2012 Section 3.8 including amendments for 2015); the Canadian Standards Association "Accessible Design for the Built Environment" (B561-12 revised 2015); the AODA's Integrated Accessibility Standards Regulations (IASR) "Design of Public Space Standards" (Part IV.1 Accessibility Standards for the Built Environment), and recognized best practices including the City of Calgary's Access Design Standards 2016.

1.2 Establishing Priorities

Priorities for barrier removal are identified (based on the consultant's professional opinion and experience, as well as principles adopted by other Canadian cities including Calgary Alberta and Hamilton Ontario) using the following rating scale:

Priority 1 Short Term

Items giving immediate concern for safety, or a significant barrier that requires prompt attention (generally relates to a building code issue). Also includes actions that have minor cost implications (e.g. temporary obstructions or maintenance issues). Recommended time period for implementation 0 to 2 years.

Priority 2 Medium Term

Essential items required to provide an acceptable level of access. Generally relates to actions that need to be implemented as soon as practical, but recognizing some advance planning will be required. Recommended time period for implementation 3 to 6 years.

Priority 3 Long Term

Items of best practice (e.g. Guidelines and CSA) and/or to be implemented when relevant area/element of the building is renovated or upgraded. Generally refers to actions that require significant alterations or construction costs that need to be planned well in advance. It should be noted that accessibility standards are evolving, and future requirements may differ from current best practice. Recommended time period for implementation 7 to 10 years.

The priority rating scale used is designed to be used as a framework only, to assist with decision making. It should not be used as a rigid tool, recognizing that priorities can be very subjective in nature. In addition, removing one type of barrier may be a high priority for one type of disability, may not be as high a priority for another type.

Accessibility design guidelines or standards developed by other Canadian Cities have adopted guiding principles to help determine priorities. The City of Yellowknife should consider developing a policy, guiding principle, or design standards drawing on the recommendations for removing barriers included

in this audit of an existing building. Such guidelines should be followed when planning and designing new facilities to avoid the need for costly renovations in future.

2 Budget Summary

Budget allowances for recommended actions consider capital costs (for betterments). Where actions can be accomplished through maintenance costs may not be identified.

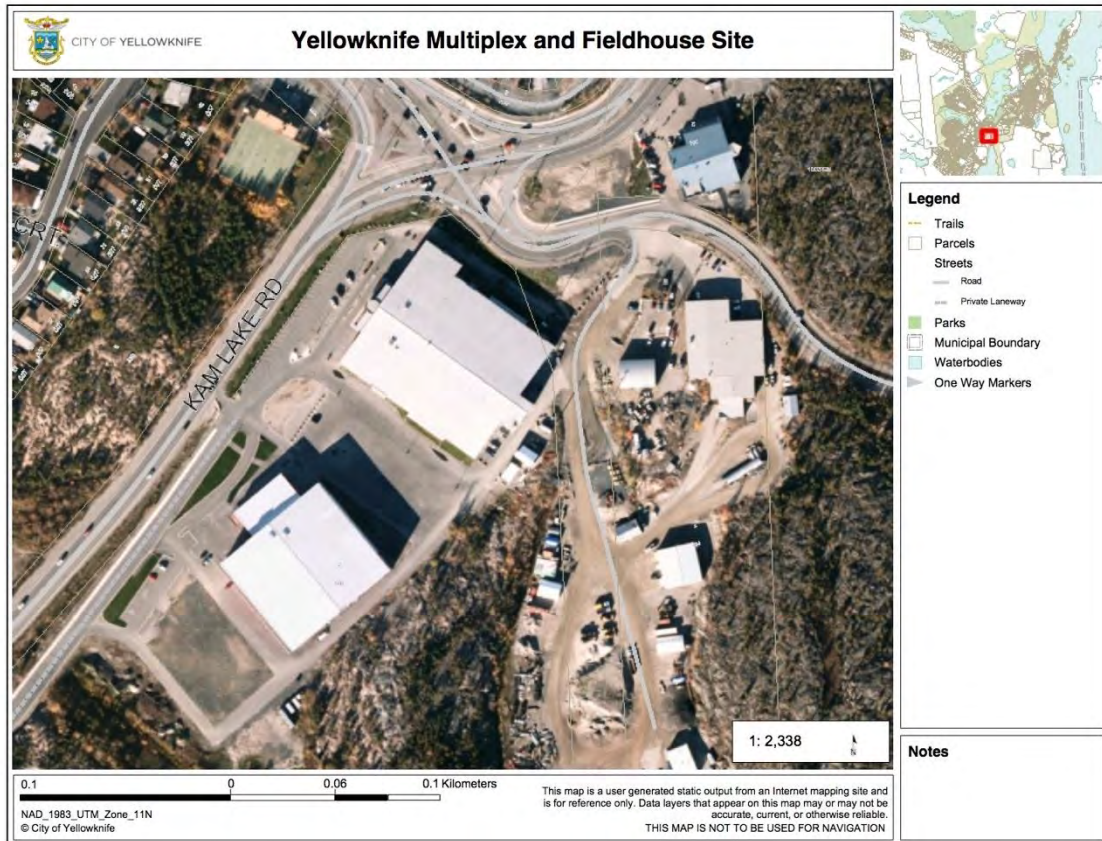
Section	Priority 1 Short-Term	Priority 2 Medium-term	Priority 3 Long-term	Total
A. Exterior Environments	\$20,500	\$50,000	\$20,000	\$90,500
B. Interior Environments	\$11,800	\$111,500	\$60,500	\$183,800
C. Building Systems, Controls & Communications	\$47,000	\$-	\$-	\$47,000
D. Special Facilities, Spaces & Environments	\$9,000	\$28,000	\$71,000	\$108,000
Total Cost All Sections	\$88,300	\$189,500	\$151,500	\$429,300

Budgets identified for Priority 3 actions represent allowances for additional design and construction betterments only, as it is intended that improvements be incorporated into other planned construction projects.

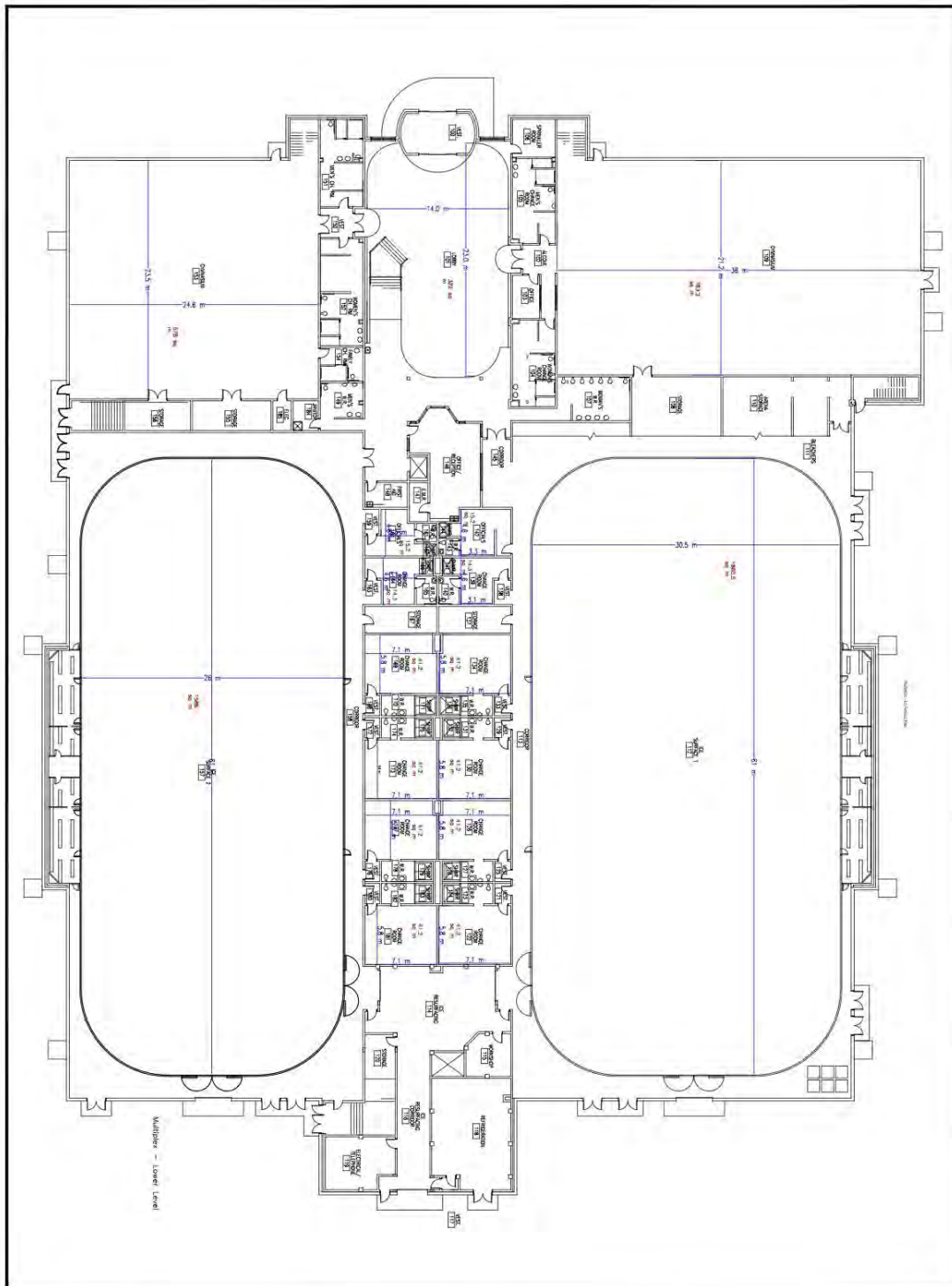
3 Facility Information

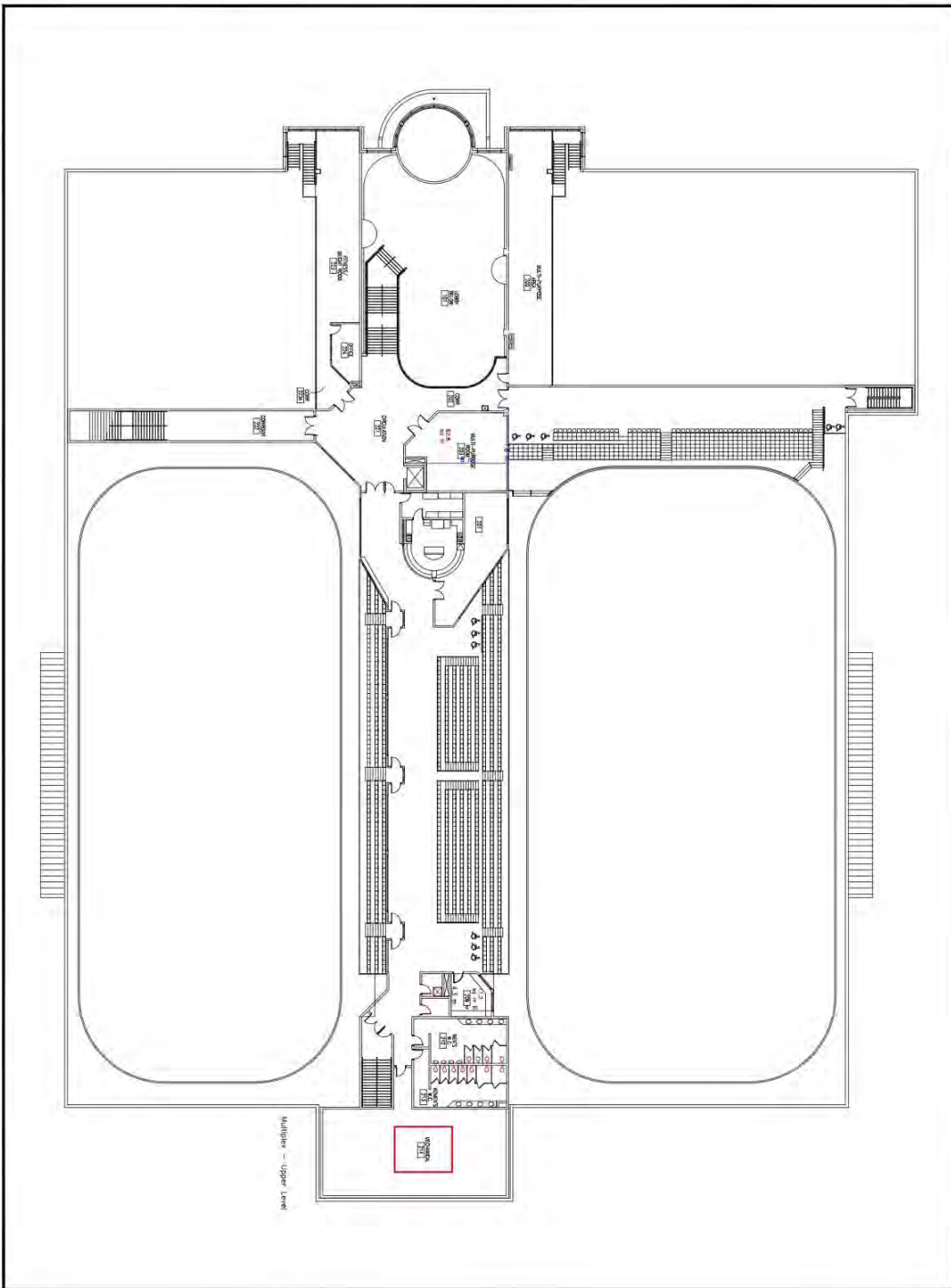
The multiplex constructed in 2002/2003 and is located at 41 Kam Lake Road. This complex houses two ice surfaces (the Shorty Brown Arena and the Ed Jeske Arena), a gymnasium (DND Gym), a meeting room (PSAV meeting room), and the Yellowknife Gymnastics Club.

3.1 Site Plan



3.3 Floor Plans





4 Barrier Removal Actions

Recommendations for actions the City can take to improve accessibility in this facility are organized into four sections:

Section A: Exterior Environments

Section B: Interior Environments

Section C: Building Systems, Controls and Communications

Section D: Special Facilities, Spaces and Environments

In each section a description of issues observed during the audit is provided, along with recommended actions for removing barriers and addressing any accessibility issues identified. Unit costs for removing barriers are provided for specific building elements, and these were used to establish a budget for each section and the building as a whole. Priorities are also provided for each recommended action. Note that action priorities are indicated by shading in the following tables, as not all actions have an associated capital cost.

4.1 Section A: Exterior Environments

A 1.0 OVERVIEW	
A1.1	Key elements reviewed in this section include parking, pedestrian circulation routes, site furnishings, building identification and directional signs. The facility was audited in summer daylight conditions. Major barriers are a lack of accessible seating or rest areas along pedestrian circulation routes

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comments	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
A 2.0 SITE AND BUILDING SIGNAGE										
General	In part because this is a small community, and the fact that this is a large building, the sign is not the primary means of identifying or locating this facility.									
A2.1	The building identification sign is on a freestanding signpost at the corner of Kam Lake Road and Franklin Avenue. Lettering is large, but colours are not all contrasting.	A1, A2	When upgrading sign in future have all letters contrasting from the background. Consult with local disabled users to determine whether a sign would assist with locating the building.	Free standing sign						
A2.2	A sign for YK Gymnastics is posted in a second level window.									
A2.3	There is no street address sign on the building.		Consider adding the street address on the face of the building.	Main facade						
A2.4	No directional signage is provided to show the location of the entrance from the parking area, but the main entrance is prominent.		Consult with local disable users to determine whether signs would assist with locating the main entrance.							
A2.5	Lighting of signs was not confirmed.		see comments under C2							
Subtotal								\$ -	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comments	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
A 3.0 PUBLIC TRANSPORTATION - TRANSIT STOPS & SHELTERS										
General	There is a public transit route along Kam Lake Road, Yellowknife Accessible Transit (YATS) buses can pull up to the main entrance.									
A3.1	The closest bus stop is approximately 300 m from the main entrance. Vehicle access to main entry allows for YATS buses to lower ramp to pavement.	A3	When revising bus routes in future consider locating a transit stop close to the main entrance.	Kam Lake Road						
							Subtotal	\$ -	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comments	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
A 4.0 PARKING & PASSENGER LOADING ZONES										
General	Accessible parking is available approximately 30m from the main entrance door (within 50 m recommended).									
A4.1	Four Accessible parking stalls are located adjacent to the main building, to the right of the entrance. Pavement markings identify the stalls, and three signs are posted on the building. Stalls are 3 700 mm to 3 900 mm wide, and 5 900 mm deep.	A4	Add a sign and reposition existing signs so that they help to identify the stalls in winter conditions when pavement markings are not visible.	Parking lot	\$500	1		\$ 500		
A4.2	Parking stall users must travel behind parked vehicles to reach the sidewalk to the main entrance.	A4	Reconfigure the accessible parking area to provide accessible aisles that allow users to pass in front of parking spaces, and not behind them.		\$20,000 Allowance					\$20,000
Subtotal								\$ 500	\$ -	\$ 20,000

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comments	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
A 5.0 EXTERIOR PEDESTRIAN ROUTES										
General										
A5.1	Concrete public sidewalks are provided from the street into the parking area. Crossover routes are not marked (where pedestrians need to cross vehicle travel routes in the parking area).	A5	Add pavement markings and raised or textured pavement to provide safe pedestrian crossover routes.		\$50,000 allowance		Detailed design required		\$50,000	
A5.2	Curb ramps are provided where sidewalk is accessed to enter the building, or to transition to parking pavement or travel routes.	A6, A7								
							Subtotal	\$	\$50,000	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comments	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
A 6.0 EXTERIOR RAMPS										
General	Building is set at grade - no exterior ramp is required to main entrance.									

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comments	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
A 7.0 EXTERIOR STAIRS & STEPS										
General	Building is set at grade - no exterior stairs required to reach main entrance.									

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comments	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
A 8.0 EXTERIOR AMENITIES & STREET FURNITURE										
General	There are no exterior amenities such as seating or landscaped amenity areas.									
A8.1	There are no benches where a person who tires easily could stop if arriving from the far end of the parking lot, or the street. There are a number of concrete 'barricades' placed on islands in the parking area, and something that may be a planter box.	A8, A9	Provide suitable benches along pedestrian access sidewalk, and outside the building.	Sidewalk and courtyard entrance	\$5,000	4		\$20,000		
							Subtotal	\$20,000	\$0	\$0
							Priority Totals	\$20,500	\$50,000	\$20,000
							SECTION A TOTAL	\$90,500		

4.2 Section B: Interior Environments

B 1.0 OVERVIEW	
B 1.1	This section covers public interior areas including layouts, circulation, doors and finishes (for special sports and meeting areas see Section D).

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 2.0 BUILDING ENTRANCES										
General										
B2.1	One entrance door is identified and fitted with an automatic opening device. It was not functional at the time of the audit (either from the inside or outside) but did function on subsequent follow up visit.	B1, B1a	Monitor automatic door opener regularly.	Main entrance			Maintenance			
B2.2	Vestibule has double automatic sliding doors (sliding doors are recommended for accessibility) with a clear opening of 1 680 mm (minimum 860 recommended), 2 m in height.	B2, B2a								
							Subtotal	\$	-	

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 3.0 MAIN RECEPTION AREAS AND LOBBIES										
General										
B3.1	Floor is very shiny with lots of glare.	B3, B4	When the flooring is replaced select a low glare flooring finish. In the meantime, investigate using another floor finish product that produces less glare.				Maintenance			
B3.2	Matt at entrance does not appear to create a tripping hazard.	B1								
B3.3	The lobby is a large open area with moveable furnishings located on perimeter.	B3								

B3.4	Reception is clearly visible from main entrance. Public counter surface is 896 mm from floor level (maximum 865 recommended) with knee space of 630 mm (recommended minimum of 685 mm). Receptionist is separated by a window set back 600 mm from edge of counter (recommended maximum of 450 where there is a glass divider that a person would need to reach to for interactions such as submitting a payment). The countertop colour contrasts with the surroundings and the windows have contrasting coloured frames.	B3, B5	Renovate the reception counter to provide accessible counter and window dimensions, and an assistive listening device.	Lobby	\$25,000	1			\$25,000	
B3.5	A number of signs and notices are located at the reception counter that contain detailed information with small print adding to visual clutter.	B5a, B5b, B5c	Reduce the number of signs and notices on the countertop and posted in the windows of the reception area. Complete a comprehensive review of key information that needs to be posted and design new formats.				Maintenance/operations			

B3.6	Most of the 9 display boards (bulletin boards) are mounted with lower edge at 1 400 mm or more (recommended maximum of 1 100 mm. One board is mounted at a lower height, but obstacles are placed in front of it. Most information posted is located far above the height where it would be legible to users of wheeled mobility aids, or many others. The number of posters and the small font size posters exacerbates the problem of legibility for almost all users.	B6, B7, B8	Lower all bulletin boards to an accessible height. Institute a system to control the number of posters on each board. Prepare a public guideline for posters, or make an available resource available on the City's website.	lobby	\$200	9	Maintenance/operations	\$1,800		
B3.7	Tables in lobby area have fixed seating, with no provision for wheelchairs. No seating available with backrests or arm rests. All furniture is in new condition.	B8, B10	As furniture is upgraded over time, provide accessible seating and table options. In the short term provide one new table that provides a range of seating options.	Lobby	\$1,500	5		\$ 1,500	\$ 1,500	\$ 4,500
Subtotal								\$ 3,300	\$ 26,500	\$4,500

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 4.0 INTERIOR CIRCULATION ROUTES AND CORRIDORS										
General	No issues noted.									
B4.1	Direct access to recreation spaces from lobby, or upper assembly are clearly visible from lower lobby.	B11								
							Subtotal	\$ -	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 5.0 INTERIOR DOORS AND DOORWAYS										
General										
B5.1	Entrance doors to various recreation facilities (gymnastics, gym, arenas) are via doors with lever handles, with no automatic opening or hold open devices.	B11, B13, B14, B15	Doors to each individual recreation facility within the Multiplex should be treated as entrance doors and equipped with automatic openers. Recessed door opening areas or railings should also be provided where automatic door openers are installed, so a detailed re-design of some doorways would be required (some doors already have recessed entrances).	Lobby entrances to sports facilities, change rooms.	\$7,500	10			\$75,000	
B5.2	Vision panels in doors are set too high for users of seated mobility aids (760 mm from floor level recommended).	B11, B13, B15	Replace or modify all interior doors with vision panels.	Various	\$1,000	10			\$10,000	
B5.3	Doorless access to washrooms from lobby is provided with a short corridor are 1 200 mm wide (minimum 1 100 mm recommended).	B12								
							Subtotal	\$ -	\$85,000	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 6.0 INTERIOR RAMPS										
General	There are no interior ramps installed in the building.									

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 7.0 INTERIOR STAIRS & STEPS										
General	Main stairs to second level are located near entrance doors. Other stairs provide emergency egress.									
B7.1	Contrasting strips are installed on stair treads.	B16								
B7.2	No tactile transition strip provided at top of stairs.	B17, B17a	Add tactile transition strips at the top of all stairs.	Stairs	\$1,500	4		\$6,000		
B7.3	Handrails provided on both sides with extensions at top and bottom. Grasping dimension is 50mm (30 mm to 43 mm recommended), and railing is set at 920 mm (920 recommended height).	B16, B17, B18	When handrails are replaced have them designed to provide recommended grasping dimension and include tactile cues.	Stairs	\$4,000	4				\$16,000
							Subtotal	\$ 6,000	\$ -	\$16,000

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 8.0 ELEVATORS, LIFTS, ESCALATORS										
General										
B8.1	Elevator location is not apparent from entrance, or reception counter.	B14	Add a pictograph sign to clearly indicate the location of the elevator, visible from the building entrance.	Lobby	\$1,000	1		\$1,000		
B8.2	The call button is located on the wall to the left of the elevator and the bottom of the panel is at 1 070 mm from floor level. (recommended height of the button is 1 000 mm +/- 50 mm). No elevator signs including tactile indicators mounted at accessible height. The interior of the car is fitted with grab bars. Controls are set at acceptable height, and have tactile indicators.	B19, B19a, B19b	Installed height of call button is only minimally over the recommended height. Re-installation at lower height considered a low priority. Signs with large letters and numbers and tactile elements should be added on both sides of the elevator door opening.	Lobby	\$500	2		\$1,000		
							Subtotal	\$ 2,000	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 9.0 WASHROOM FACILITIES										
General	See also comments on washrooms located with change rooms in Section D.									
B9.1	Flooring is continuous from lobby at doorless entry, but changes to non-slip finish.	B20, B21								
B9.2	Counter height 800 mm (865 mm maximum recommended) with knee space to 650 (recommended 734 mm or minimum 685 mm) under two sinks, and 540 mm under two sinks.	B22, B23	When washroom renovations are done in future revise countertop installation to improve accessibility.	Washrooms	\$10,000	2				\$20,000
B9.3	None of the mirrors are tilted and all are installed at over 1 000 mm from floor level (Lower edge of mirror should be no more than 1 000 mm, or a tilted mirror provided).	B23	Replace one of the existing mirrors in each washroom with a tilted mirror.	Washrooms	\$750	2		\$1,500		
B9.4	All sinks have lever faucet handles.	B22, B23								

B9.5	Paper towel dispensers are set at 1 500 mm above floor (opening should be set at no more than 1 000 mm from floor level), and located above garbage receptacle with opening at 900 mm above floor level (up to 1 000mm acceptable). Electric air hand drying set at 1 040 mm above floor (1 000 mm acceptable). Tampon dispenser in female washroom is set at 1 000 mm above floor level.	B24, B25	Re-install paper towel dispensers at accessible height.	Washrooms	\$500	2		\$1,000		
B9.6	Barrier free stall 1 500 x 1 500 mm (minimum required by code at the time of design, but 1 700 to 1 800 mm preferred). Door opening 860 mm exceeds recommended 800 mm opening. Clothes hook is too high to reach from a seated position.	B26, B27, B28	When washroom renovations are done in future investigate potential to install a larger accessible stall, or a stall incorporating a handwashing station. In the short term lower the coat hook.	Washrooms	\$10,000	2				\$20,000
B9.7	Grab bars are mounted at 760 mm on one side of toilet, and 800 mm behind toilet (700 mm to 790 mm recommended). Toilet seat height 440 mm (400 mm to 460 mm recommended). Toilet paper dispenser installed above side grab bar (400mm to 850 mm recommended).	B27								
							Subtotal	\$2,500	\$-	\$40,000
							Priority Totals	\$11,800	\$111,500	\$60,500
							SECTION B TOTAL	\$183,800		

4.3 Section C: Building Systems, Controls and Communications

C 1.0 OVERVIEW	
C1.1	This section covers systems and controls found throughout the building.

Ref #	Accessibility Issue	Photo Ref	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
C 2.0 EXTERIOR LIGHTING										
General										
C2.1	Lighting levels were not checked (audit completed during daylight hours).									
C2.1	Exterior lighting is installed on the exterior face of the building and in the parking lot. Glazed entranceway is further highlighted with interior lighting.									
							Subtotal	\$ -	\$ -	\$ -

Ref #	Accessibility Issue	Photo Ref	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
C 3.0 INTERIOR LIGHTING										
General	Lighting levels were not measured.									
C3.1	Lighting in lobby is provided by overhead lighting controlled by staff. Natural light available during daylight hours.									
C3.2	Lighting in public washrooms and change rooms are controlled by motion sensors (automatic lighting controls are recommended for accessibility).									
C3.3	Lighting in the PSAV meeting room is user controlled (this allows the space to be used for different activities such as presentations), illuminated push button type (rocker type recommended) with switches set at 1 200 mm from floor level (maximum 1 000 mm recommended).	C1	Replace light switches.	PSAV meeting room				\$ 2,000		
							Subtotal	\$ 2,000	\$ -	\$ -

Ref #	Accessibility Issue	Photo Ref	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
C 4.0	INTERIOR SIGNAGE AND WAYFINDIG									
General	Wayfinding to most interior facilities from the lobby is generally straightforward but it is not evident where all entrances are, and the elevator location is not apparent.									

C4.1	<p>Room/recreation facility identification indicators and signs are inconsistent. There are signs indicating the two ice rinks/arenas on either side of the band above the reception counter on the main level, however it is not obvious which doors these signs are related to. There are also individual signs above the entrance doors to each arena on the main floor, but because of the location of the Shorty Brown arena the sign is not visible from the entrance or the reception counter. The gymnastics club and gym have canopies over the entrance doors with room names on them, plus an additional sign above the door to the gymnastics club. Sometimes difficult to distinguish between a public space and a maintenance room. There are no signs identifying the entrances to the arena viewing areas or the concession on the second level.</p>	B3, B4, B11, C2, C3	<p>An accessible building orientation/directional map should be provided in the lobby near the entrance. Room identification signs should be added and wall mounted at a maximum height of 1 200 mm on the opening side of the doors to all major public use spaces. Alternatives may need to be considered where wall space does not allow. Signs will need to be designed to include accessible features and symbols.</p>	Lobby	\$25,000	Various		\$ 25,000		
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C4.2	From inside the various facilities (arenas, gyms) there are standard exit signs (not current with green pictographs) however it is not obvious whether the door leads to the outdoors or back into the lobby.	C4, C5	Replace exit signs with contemporary pictograph signs. See also comments under C5.3 below).	Throughout	\$10,000	Multiple		\$10,000		
C4.3	Washrooms are identified including wheelchair access symbol mounted at top left or right of entrance (approximately 1.6 m height). Male washroom sign is obscured by vending machines. No tactile element to signs.	B20, B21	See C4.1 above							
C4.4	No sign indicating the location of the elevator which is not visible from the main entrance.	B14	See C4.1 above							
C4.5	Some room/facility schedules, are mounted low on the wall (1 000 mm from floor level recommended), while other recreation facility information, rules of conduct etc. are not clearly legible - multiple paper signs posted (visual clutter).	C2, B14, B19	See also B 3.6.							
							Subtotal	\$ 35,000	\$ -	\$ -

Ref #	Accessibility Issue	Photo Ref	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
C 5.0 EMERGENCY SYSTEMS AND LIFE SAFETY PROVISIONS										
General										
C5.1	Fire Alarm pull stations are installed at 1 200 mm from floor level (1 200 mm is maximum recommended height).									
C5.2	Fire alarms have integrated strobe lights.									
C5.3	Evacuation procedures showing building layout and routes are posted throughout the building. Framed plans with text are mounted at 1 700 mm from the floor (maximum 1 000 mm recommended). Floor plans and font sizes are too small to be legible to most users. Evacuation routes are not identified on the plans. Locations are not referenced on plans posted in different areas.	C7, C8	See also comments under C4.1 above. A building orientation/directional map should be provided in the lobby that clearly identifies evacuation routes throughout the building. New evacuation plans and procedures should be produced and posted at accessible heights throughout the complex.	Throughout	\$1,000	8	budget allowance for design, production and posting of evacuation signs only included here (see C4.1 above for orientation plan)	\$8,000		

C5.4	Fire extinguishers cabinets are all installed at 370 mm from floor (latches and extinguishers are located within acceptable height range) and most are in recessed cabinets.	C9, C910, C11									
C5.5.	Automated External Defibrillator (AED) cabinet in main lobby is marked "trained staff only" and set at 1 600 mm from floor (maximum 1 200 mm to opening latch recommended). At the time of the audit display panels were obscuring this cabinet. On upper level AED cabinet is set at 1 530 mm above floor, and directly above fire extinguisher cabinet (without any notice of use being restricted to trained personnel).	B20, C11	Relocate/re-install AED cabinets to accessible height. Determine whether limiting access to trained staff is acceptable.	Upper and lower lobbies	\$1,000	2		\$2,000			
C5.6	Emergency exits are available throughout the complex, and are marked with illuminated red lettered sign faces.		Consider replacing red exit sign faces with new green pictograph type.								
								Subtotal	\$ 10,000	\$ -	\$ -

Ref #	Accessibility Issue	Photo Ref	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
C 6.0 PUBLIC AMENITIES (TELEPHONES, DRINKING FOUNTAINS ETC.)										
C6.1	Public pay phones set at two different heights (one accessible) are available in the lobby.	C12								
C6.2	Bottle fill stations (not water fountains) are provided at an accessible height, however a wooden step has been placed beneath one in the lobby (presumably to help children to access) which could be in the way for users of wheeled mobility aids.	C13	Move the wooden step out of the way - it can be put into place when children need to use it.	Lobby			Maintenance			
C6.3	An ATM machine is located in the lobby adjacent to the public telephones.	C12								
C6.4	Vending machines in lobby are accessible with coin slot at 1 200 mm from floor level and clear maneuvering space in front.	C14								
							Subtotal	\$ -	\$ -	\$ -

Priority Totals	\$ 47,000	\$ -	\$ -
SECTION C TOTAL	\$ 47,000		

4.4 Section D: Special Facilities, Spaces and Environments

D 1.0 OVERVIEW	
D1.1	This section covers the major recreation areas found in the Multiplex including two ice rinks, a gymnasium, a fitness room, a meeting room, a canteen/cafeteria, and a gymnastics room (operated by the Yellowknife Gymnastics Club). Accessibility issues vary in the different facilities.

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)			
								P1 Short Term	P2 Medium Term	P3 Long Term	
D 2.0 ASSEMBLY AREAS, ACTIVITY ROOMS, AND MEETING AREAS											
General											
D2.1	PSAV meeting room is located on second level. Both can be reached by stairs or elevator. The PSAV room is clearly visible from lower level of lobby and opens onto an assembly area that also provides access to ice rink viewing areas and concession.	B3, C3	See comments under C4.1								
D2.2	Furnishings in PSAV meeting room rooms are moveable.	D1									
D2.4	Whiteboards in the PSAV meeting room are mounted vertically with lower edge set at 900 mm from floor.	D1									
D2.5	There are no assistive listening devices installed in the meeting room.		Provide a portable assistive listening device, or a hearing loop system that can be made available on request.	Throughout	\$2,500	1			\$2,500		
Subtotal								\$	-	\$ 2,500	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
D 3.0 KITCHENS, CAFETERIAS AND DINING AREAS										
General	A public concession is located on the second level with an eating area overlooking the ice rinks.									
D3.1	The area was locked at the time of the audit, but clearly visible through the glazed folding partition. Public counters all appeared to be higher than 1 m from floor level (865 mm maximum recommended). No countertops or serving devices would be accessible to users in a seated position.	D2, D3, D4	In the long term replace countertops. In the short term there is a lowered section of counter that acts as a gate to kitchen area that can be used.							\$30,000
D3.2	Tables with attached seats are provided, and it appears that the ends of some of the tables might allow for a wheelchair user.	D3	See comments under B3.7.							
D3.3	Typically access into this area is through a set of double doors that is not equipped with power assisted opening device.	D2	See comments under B5.1. All of the individual public facilities in the multiplex should be treated as entrances and equipped with power assisted door openers.	Concession	\$7,500	1			\$7,500	

D3.4	The working kitchen area does not appear to have any provisions for staff with any type of disability.									
							Subtotal	\$ -	\$7,500	\$ 30,000

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
D 4.0 OFFICE ENVIRONMENTS										
General	There is one main office with multiple workstations.									
D4.1	Main office is set up with moveable standard office furnishings.	D5	Furnishings could be revised to improve accessibility. A City policy should be developed to address how future upgrades and staff furniture procurement can take accessibility into consideration.							
Subtotal								\$ -	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1	P2	P3
								Short Term	Medium Term	Long Term
D 5.0 SPORT / RECREATION AREAS										
General										
D5.1	Arena viewing areas available on main and second floor levels to two ice rinks (Shorty Brown Rink and Ed Jeske rink). Bleacher seating on main level can be reached by stairs with contrasting treads and handrails. On the second level viewing windows with the sill at 1 090 mm from (maximum 760 mm recommended) floor level provide views into both rinks. There is provision for two to three wheelchairs in the spectator seating/bleacher area. Additional access to bleacher seating is via doors/vestibules with no provision for disabilities.	D6, D7, D7a, D8, D9, D10	Replace viewing windows to provide accessible viewing from upper lobby areas.	Upper level arenas and concession area	\$5,000	3			\$15,000	
D5.2	Doors to ice rink viewing areas and athlete areas have lever handles only, with no power assist openers.	D10	See comments under B5.1.							

D5.3	Corridor running around the perimeter of the ice surface provides access to ice surface, changing rooms and player boxes. Portion of corridor providing access to ice surface and changing rooms is 1 770 mm wide (1 200 mm recommended), with occasional cabinets protruding 300 mm (maximum 100 mm recommended).	D11								
D5.5	Level threshold provides access to ice surface at perimeter gates.	D12								
D5.6	Access to boxes for players, timekeepers, referees or other support members along perimeter corridor is limited to 600 mm width (minimum 1 200 recommended), and gate opening is only 520 mm (910 mm minimum recommended).	D13, D14	Major renovations would be required to provide accessible access from the perimeter corridor. Alternate access points for ice surface users should be identified and modifications to boxes made.	Arenas (2)	\$4,000	4				\$16,000
D5.7	Fixed benches are installed in the boxes (removable benches recommended to provide room to manoeuvre sledges). A small sill creates a small obstacle for accessing the ice surface from the players box.	D15	Replace some fixed benches in boxes with a moveable type to allow for sledges.	Arenas (2)	\$1,500	4		\$6,000		

D5.8	Gym allows for a wide range of activities, but any fixed sports equipment such as basketball hoops should be adjustable to lower heights.	D21	In future replace existing equipment, but in the meantime have alternative portable equipment available.								
D5.9	Fitness centre equipment is tightly fit into the available space.	D21	Rearrange equipment to provide maneuvering space, and consider equipment selections that would be suited to persons with disabilities in future.								
								Subtotal	\$6,000	\$15,000	\$16,000

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1	P2	P3
								Short Term	Medium Term	Long Term
D 6.0 DRESSING AND CHANGE ROOMS										
General										
D6.1	Doors to change rooms in the ice rink/arenas are not identified as barrier free. Doors to change rooms in gym are identified as barrier free.	D16	When modifications are completed to make change rooms more accessible, change the signs. See also comments under C4.1.	Change rooms	\$500	6			\$3,000	
D6.2	Benches and clothes hooks in arena change rooms are located in large open areas. Clothes hooks are mounted 1 600 mm from floor level (maximum 1 200 mm recommended).	D17	Add lower height clothing hooks along at least one wall.	Change rooms	\$500	6		\$3,000		
D6.3	Washrooms and showers are adjacent to change area through wide, doorless opening.	D18								

D6.4	In arena changing rooms group shower stalls have sills that must be stepped over to enter, and no private shower area where assistance could be provided by someone of another gender. In gym changing rooms showers do not have sills, and one provides a self-contained change/shower area, although the clothes hooks are set too high at about 1 500 mm from floor level.	D19, D20	When building undergoes major renovations, redesign at least one arena change room to provide self-contained change/shower area. Add a lower clothes hook in self contained stalls.	Change rooms	\$25,000	1				\$25,000
							Subtotal	\$ 3,000	\$ 3,000	\$ 25,000

Priority Totals	\$ 9,000	\$ 28,000	\$ 71,000
SECTION D TOTAL	\$108,000		

Appendix A

Photographs: Exterior Environment

Section A: Exterior Environments - Barrier Removal Action Plan Photos



A1 Freestanding Building Identification Sign



A2 Gymnastics Club sign in window



A3 Main entrance drive-through



A4 Barrier free parking stalls



A5 Pedestrian crossing route



A6 Main entrance doors

Section A: Exterior Environments - Barrier Removal Action Plan Photos



A7 Curb ramp (typical)



A8 concrete islands in parking lot



A9 barricades and planter on paved courtyard in front of Multiplex

Appendix B

Photographs: Interior Environment

Section B: Interior Environments - Barrier Removal Action Plan Photos



B1 Main entrance doors



B1a power door control



B2 Vestibule – double sliding doors



B2a Vestibule door and door mat



B3 Main/lower level lobby



B4 Main lobby showing door to Gymnastic Club and perimeter furniture

Section B: Interior Environments - Barrier Removal Action Plan Photos



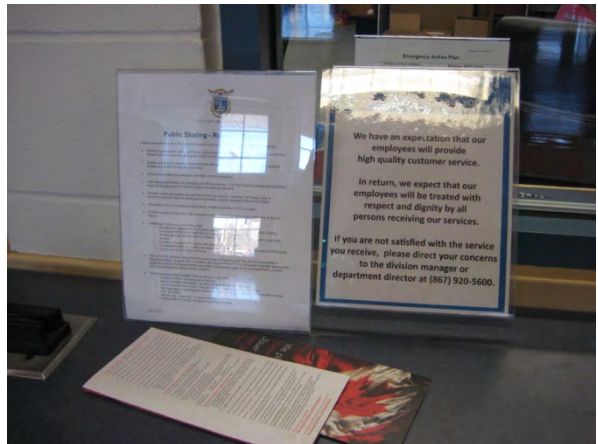
B5 Reception counter



B5a Reception –information and payment window



B5b Reception counter notice (typical)



B5c Reception counter notice (typical)



B6 Bulletin board in lobby (typical)



B7 Bulletin board in lobby (typical) and fire alarm at top right.

Section B: Interior Environments - Barrier Removal Action Plan Photos



B8 Furnishings in lobby (typical)



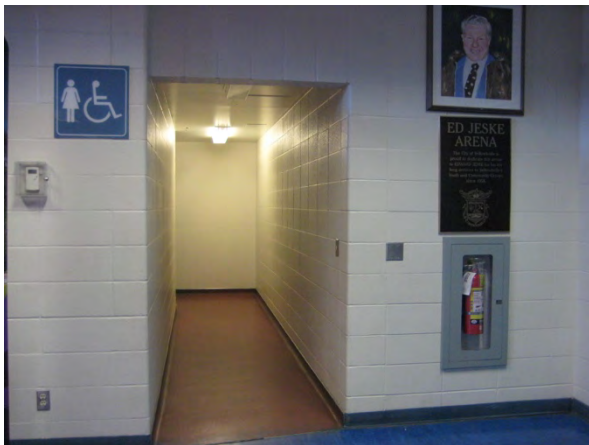
B9 NOT USED



B10 Furnishings and vending machines in lobby



B11 Entrance to gym from lobby, and stairs to upper level.



B12 entrance to main washroom from lobby (typical). Note also fire extinguisher



B13 Entrance to Gymnastics Club from lobby.

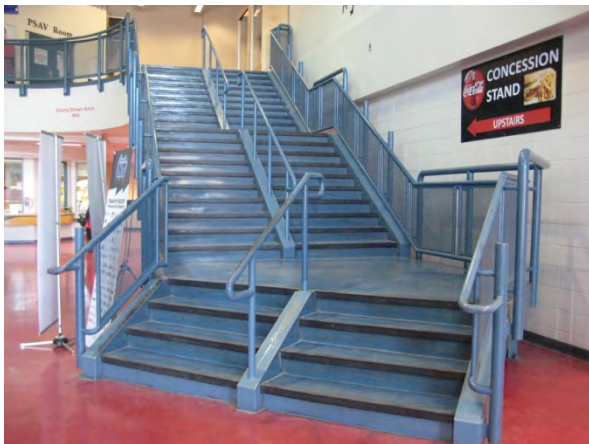
Section B: Interior Environments - Barrier Removal Action Plan Photos



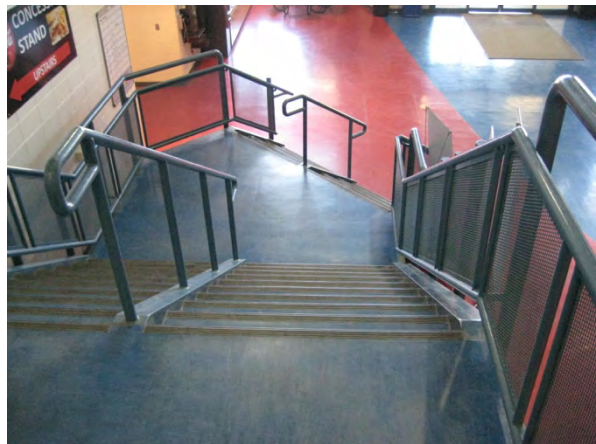
B14 Lobby next to reception – elevator to left, entrance to Shorty Brown Arena to right.



B15 Door hardware and vision panels



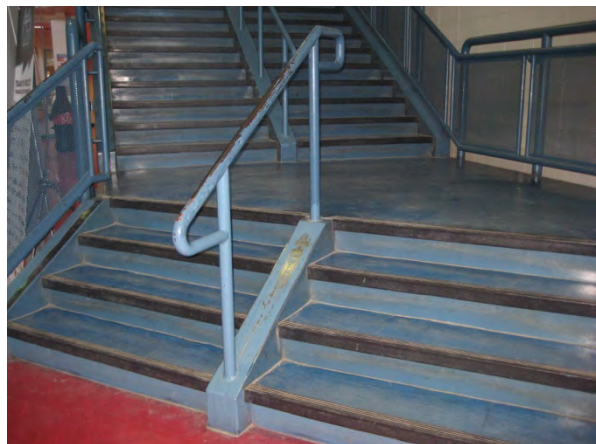
B16 main stairway from lower to upper lobby area



B17 Main stairway from top



B18 Main stairway from top



B18 Main stairway handrails and contrasting strips on treads

Section B: Interior Environments - Barrier Removal Action Plan Photos



B19 Elevator



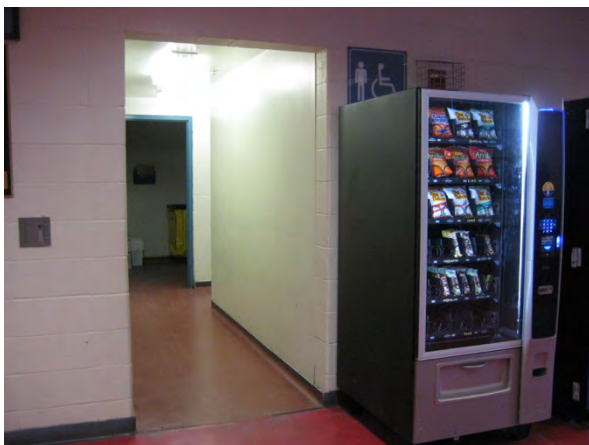
B19a Elevator car interior



B19b Elevator controls



B20 AED Cabinet to left of washroom entry.



B21 Doorless entry to male washroom with signage at upper right behind vending machines.

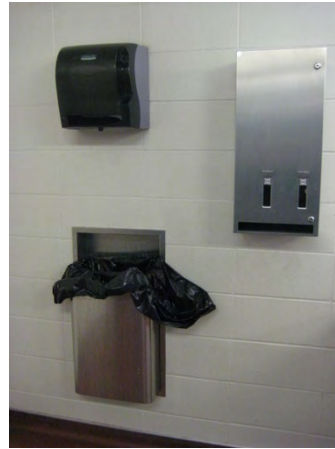


B22 public washroom counters, mirrors, and accessories.

Section B: Interior Environments - Barrier Removal Action Plan Photos



B23 public washroom counter, mirrors and accessories



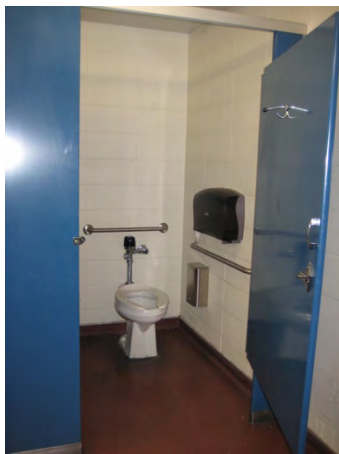
B24 wall mounted dispensers and garbage



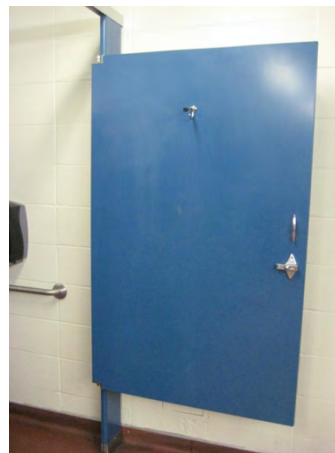
B25 wall mounted hand dryer



B26 female washroom stalls



B27 female washroom accessible stall



B28 door to accessible toilet stall

Appendix C

Photographs: Building Systems, Controls and Communications

**Section C: Building Systems, Controls and Communications
Barrier Removal Action Plan Photos**



C1 PSAV meeting room light switch to left of doors



C2 Elevator to left and doors to upper arena viewing area and concession.



C3 Entrance to PSAV meeting room on second floor.



C4 Exit doors leading into upper lobby from arena viewing area.

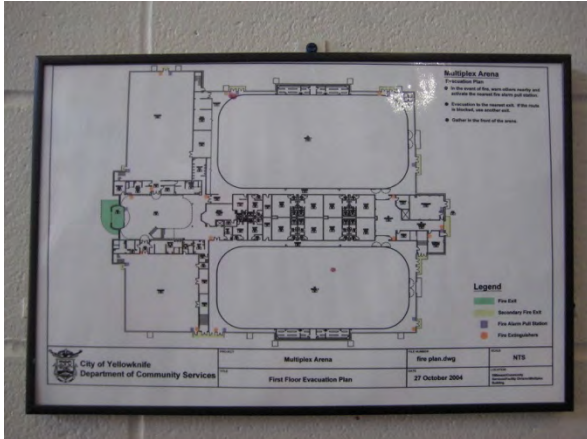


C5 Exit doors leading to exterior from arena.



C6 decals on main entrance door

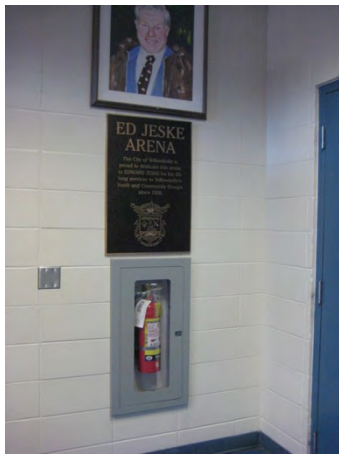
**Section C: Building Systems, Controls and Communications
Barrier Removal Action Plan Photos**



C7 Building orientation and evacuation plan



C8 Building orientation and evacuation plan mounted in lobby (typical)



C9 Fire extinguisher cabinet (typical)



C10 ID Fire extinguisher cabinet (typical)



C11 AED cabinet in upper lobby.



C12 public telephones, ATM, and bulletin boards main lobby

Section C: Building Systems, Controls and Communications
Barrier Removal Action Plan Photos



C13 water fill station lobby main floor



C14 vending machines lobby main floor

Appendix D

Photographs: Special Facilities, Spaces and Environments

Section D: Special Facilities, Spaces & Environments
Barrier Removal Action Plan Photos



D1 PSAV meeting room interior.



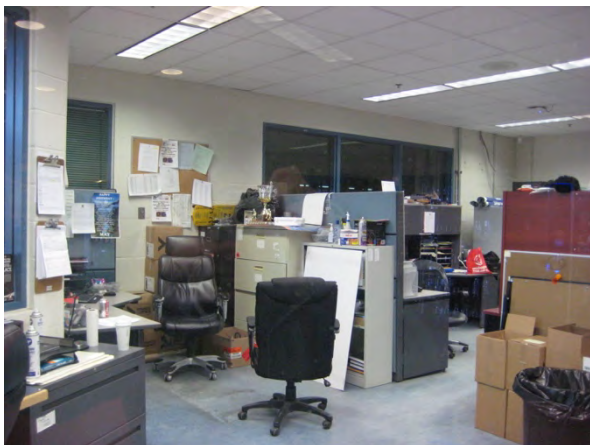
D2 Concession on upper level.



D3 Concession eating area with views into arena



D4 Concession serving counter



D5 Office, main floor



D6 Spectator viewing area, main floor arena

Section D: Special Facilities, Spaces & Environments
Barrier Removal Action Plan Photos



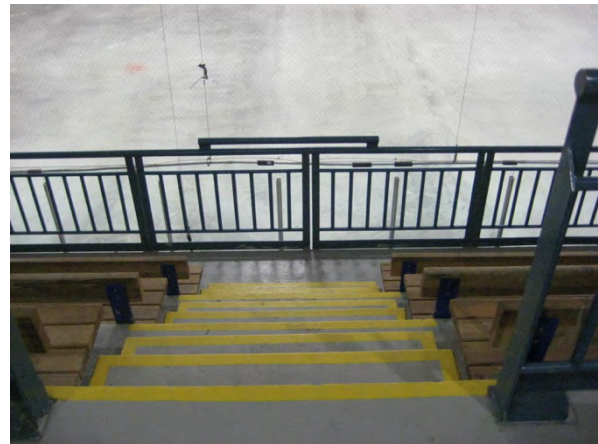
D7 Spectator viewing area second level.



D7a Spectator viewing area second level.



D8 Access to bleachers from upper level arena lobby/gathering area



D9 Bleachers in upper level arena viewing area



D10 upper level lobby/gather area with views into arena below



D11 ice access door and one side of perimeter corridor (typical)

Section D: Special Facilities, Spaces & Environments
Barrier Removal Action Plan Photos



D12 access to ice surface



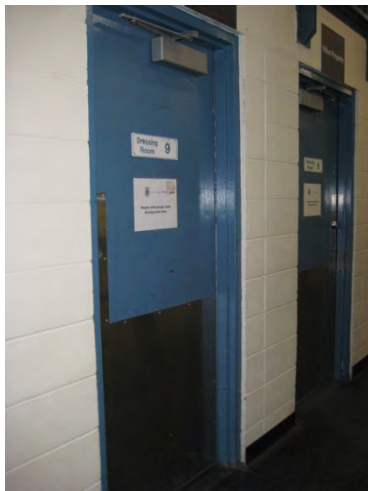
D13 perimeter corridor with access to player boxes



D14 player box in arena (typical)



D15 ID access gate from players box to ice surface (typical)



D16 Change room door (typical)



D17 Change room benches and clothes hooks (typical)

Section D: Special Facilities, Spaces & Environments
Barrier Removal Action Plan Photos



D18 washroom connected to change room (typical)



D19 group shower stall (arena)



D21 Gym and fitness room above



D20 self-contained shower stall (gym)



Barrier Removal Action Plan Yellowknife Fieldhouse

Final Report June 6, 2018

Prepared for: City of Yellowknife
Prepared by: Ann Peters Planning and Dillon Consulting Limited



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APPENDICES

- A. Photographs Exterior Environment
- B. Photographs Interior Environment
- C. Photographs Building Systems, Controls and Communications
- D. Photographs Special Facilities, Spaces and Environments

1 Introduction

The overall goal of this accessibility audit is to assist the City of Yellowknife with identifying actions that will improve the level of accessibility for users with a broad range of abilities. This barrier removal action plan identifies work and upgrades required to make the **Yellowknife Fieldhouse** accessible, meeting the needs of all building users from a ‘cross-disability’ perspective.

1.1 Audit Process

This accessibility audit examined building conditions on May 18, 2018. Accessibility was evaluated using criteria from several sources including: the Ontario Building Code (OBC 2012 Section 3.8 including amendments for 2015); the Canadian Standards Association “Accessible Design for the Built Environment” (B561-12 revised 2015); the AODA’s Integrated Accessibility Standards Regulations (IASR) “Design of Public Space Standards” (Part IV.1 Accessibility Standards for the Built Environment), and recognized best practices including the City of Calgary’s Access Design Standards 2016.

1.2 Establishing Priorities

Priorities for barrier removal are identified (based on the consultant’s professional opinion and experience, as well as principles adopted by other Canadian cities including Calgary Alberta and Hamilton Ontario) using the following rating scale:

Priority 1 Short Term

Items giving immediate concern for safety, or a significant barrier that requires prompt attention (generally relates to a building code issue) OR actions that have minor cost implications (e.g. temporary obstructions or maintenance issues). Recommended time period for implementation 0 to 2 years.

Priority 2 Medium Term

Essential items required to provide an acceptable level of access. Generally relates to actions that need to be implemented as soon as practical, but recognizing some advance planning will be required. Recommended time period for implementation 3 to 6 years.

Priority 3 Long Term

Items of best practice (e.g. Guidelines and CSA) and/or to be implemented when relevant area/element of the building is renovated or upgraded. Generally refers to actions that require significant alterations or construction costs that need to be planned well in advance. It should be noted that accessibility standards are evolving, and future requirements may differ from current best practice. Recommended time period for implementation 7 to 10 years.

The priority rating scale used is designed to be used as a framework only, to assist with decision making. It should not be used as a rigid tool, recognizing that priorities can be very subjective in nature. In addition, removing one type of barrier may be a high priority for one type of disability, may not be as high a priority for another type.

Accessibility design guidelines developed by other Canadian Cities have adopted guiding principles to help determine priorities. The City of Yellowknife should consider developing a guiding policy or guidelines considering the recommendations for removing barriers included in

this audit of an existing building. Such guidelines should be followed when planning and designing new facilities to avoid the need for costly renovations in future.

2 Budget Summary

Budget allowances for recommended actions consider capital costs (for betterments). Where actions can be accomplished through maintenance costs may not be identified.

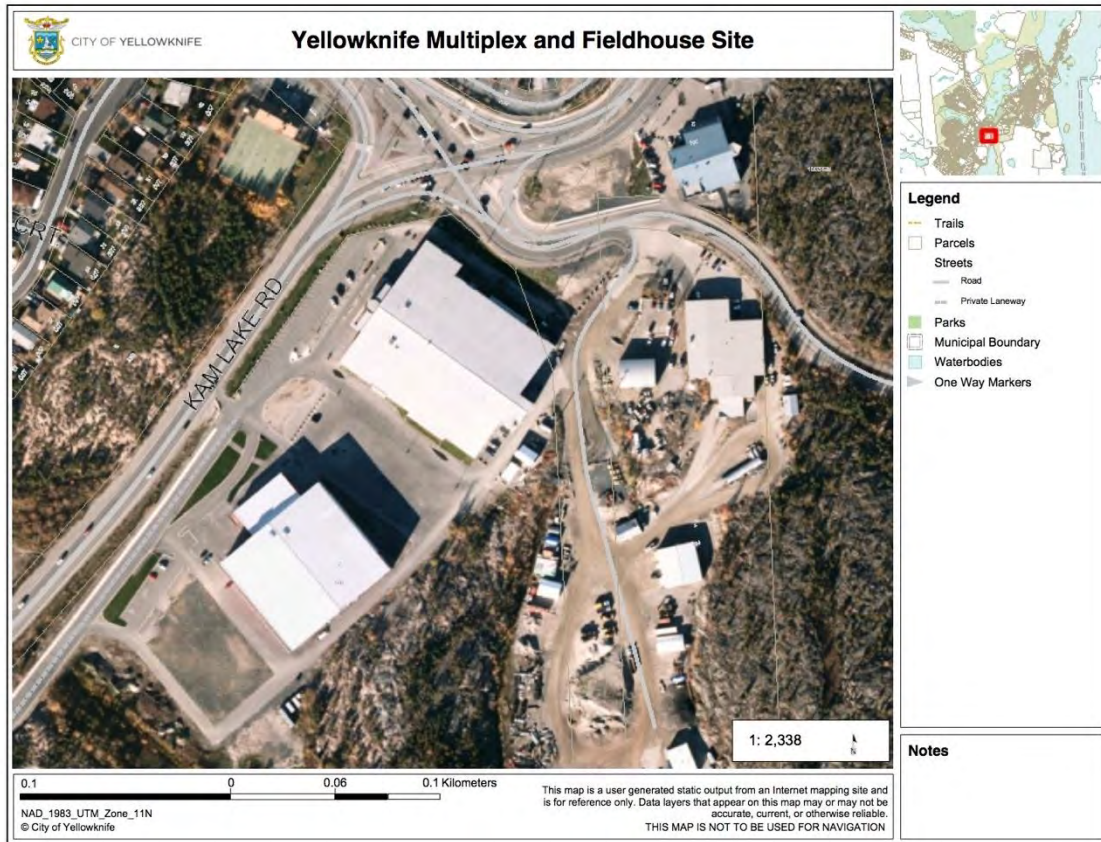
Section	Priority 1 Short-Term	Priority 2 Medium-term	Priority 3 Long-term	Total
A. Exterior Environments	\$4,200	\$15,000	\$25,000	\$44,200
B. Interior Environments	\$22,000	\$-	\$20,000	\$42,000
C. Building Systems, Controls & Communications	\$33,000	\$-	\$-	\$33,000
D. Special Facilities, Spaces & Environments	\$6,100	\$-	\$16,000	\$22,100
Total Cost All Sections	\$65,300	\$15,000	\$61,000	\$141,300

Budgets identified for Priority 3 actions represent allowances for additional design and construction betterments only, as it is intended that improvements be incorporated into other planned construction projects.

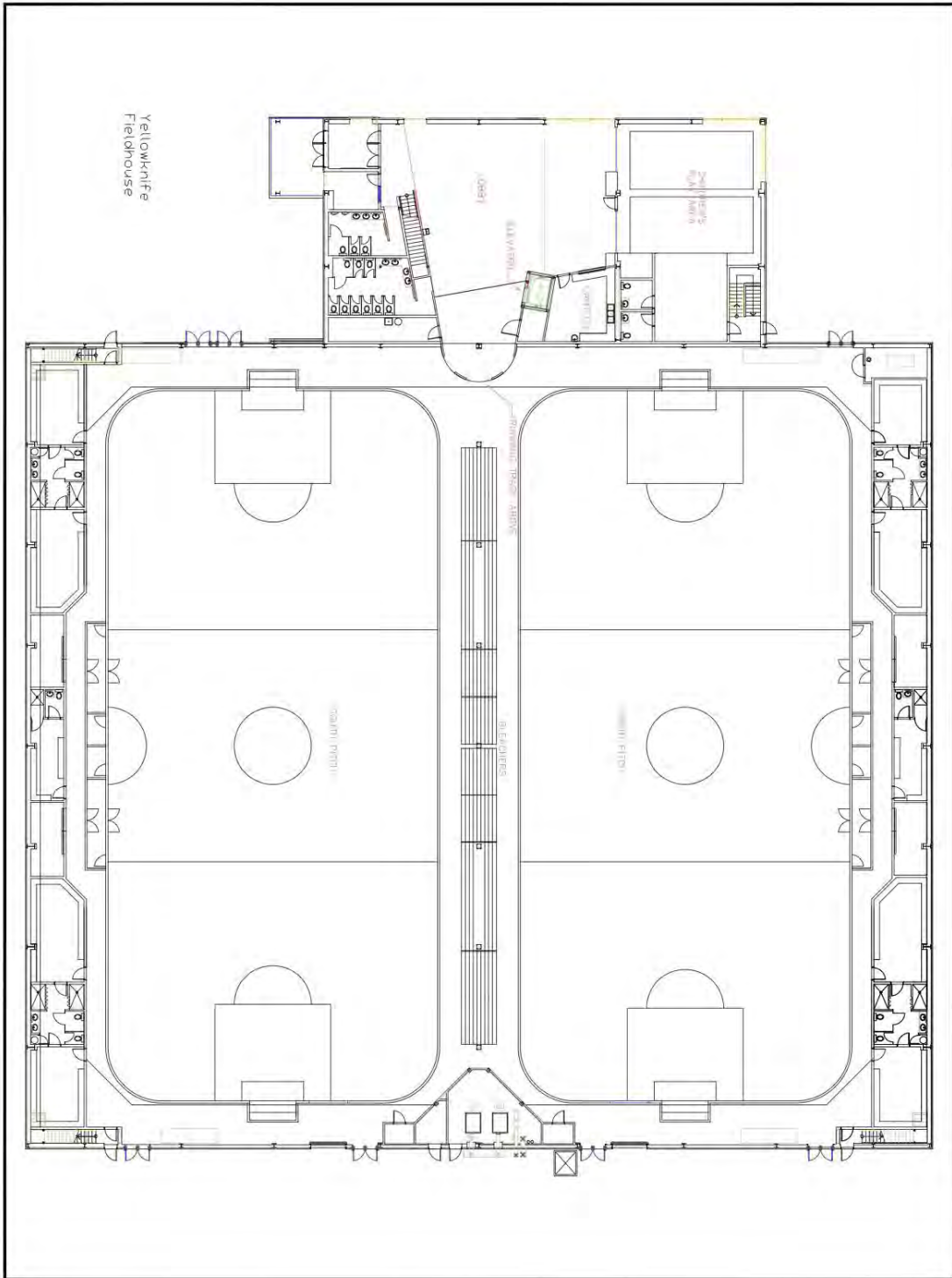
3 Facility Information

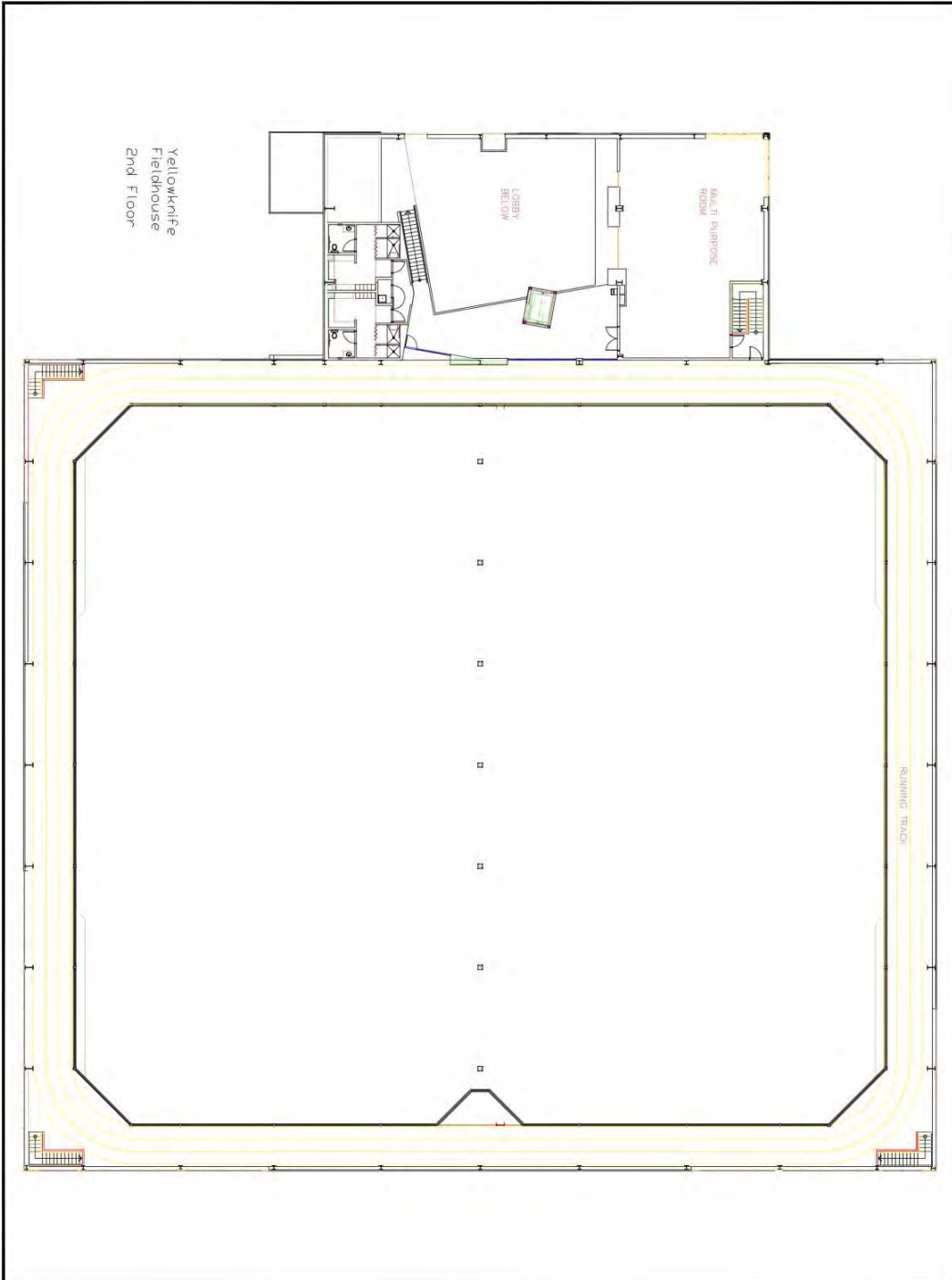
The fieldhouse was constructed in 2009/2010 and is located at 45 Kam Lake Road. The facility houses two soccer pitches, a walking track, an indoor children’s play area, a climbing wall, and space used by the Royal Canadian Air Cadet Squadron.

3.1 Site Plan



3.3 Floor Plans





4 Barrier Removal Actions

Recommendations for actions the City can take to improve accessibility in this facility are organized into four sections:

Section A: Exterior Environments

Section B: Interior Environments

Section C: Building Systems, Controls and Communications

Section D: Special Facilities, Spaces and Environments

In each section a description of issues observed during the audit is provided, along with recommended actions for removing barriers and addressing any accessibility issues identified. Unit costs for removing barriers are provided for specific building elements, and these were used to establish a budget for each section and the building as a whole. Priorities are also provided for each recommended action. Note that action priorities are indicated by shading in the following tables, as not all actions have an associated capital cost.

4.1 Section A: Exterior Environments

A 1.0 OVERVIEW	
A1.1	Key elements reviewed in this section include parking, pedestrian circulation routes, site furnishings, building identification and directional signs. The facility was audited in summer daylight conditions. Major barriers are a lack of accessible seating or rest areas along pedestrian circulation routes

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
A 2.0 SITE AND BUILDING SIGNAGE										
General comments	In part because this is a small community, and the fact that this is a large building, the sign is not the primary means of identifying or locating this facility.									
A2.1	An illuminated building identification sign is located on the main face of the building. The sign includes fixed lettering with large contrasting lettering, a corporate sponsor logo, and a programmed LED sign with changing information.	A1, A2								
A2.2	Information about the fieldhouse hours is printed on the glazed entrance doors. In different illumination conditions the lack of contrast and glare make this information difficult to read (by any one).	B1	Replace the information on the doors with lettering meeting accessible design standards. Alternatively provide a new sign on the building.	Main entrance	\$ 1,200	1		\$ 1,200		
Subtotal								\$ 1,200	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
A 3.0 PUBLIC TRANSPORTATION - TRANSIT STOPS & SHELTERS										
General comments	There is a public transit route along Kam Lake Road, Yellowknife Accessible Transit (YATS) buses can pull up to the main entrance.									
A3.1	The closest bus stop is approximately 300 m from the main entrance. Vehicle access to main entry allows for YATS buses to lower ramp to pavement.	A6	When revising bus routes in future consider locating a transit stop close to the main entrance.				Cost not directly related to this facility.			
Subtotal								\$ -	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
A 4.0 PARKING & PASSENGER LOADING ZONES										
General comments	Accessible parking is available approximately 30m from the main entrance door (within 50 m recommended).									
A4.1	Three accessible parking stalls are identified with markings on pavement, and signs. Parking stalls are 2.6 to 2.7 m wide (minimum 2.4m recommended) and 6.0 m in length.	A3								
A4.2	There is a curb cut adjacent to the accessible parking area leading to a paved path of travel to the main building entrance, however the location of the curb cut is not immediately apparent (marked with two "no parking" signs). No accessible aisle is incorporated into the accessible parking area, and the path of travel requires people to pass behind other vehicles.	A3, A4	Reconfigure the accessible parking area to provide accessible aisles that allow users to pass in front of parking spaces, and not behind them.	Parking area	\$25,000	1				\$ 25,000
							Subtotal	\$ -	\$ -	\$ 25,000

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
A 5.0 EXTERIOR PEDESTRIAN ROUTES										
General comments										
A5.1	Concrete public sidewalks are provided from the street into the parking area. Crossover routes are not marked (where pedestrians need to cross vehicle travel routes in the parking area).	A6	Add pavement markings and raised or textured pavement to provide safe pedestrian crossover routes.	Parking lot	\$15,000	1			\$ 15,000	
A5.2	Curb ramps are provided where sidewalk is accessed to enter the building, or to transition to parking pavement or travel routes.	A4, A5, A6								
							Subtotal	\$ -	\$ 15,000	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
A 6.0	EXTERIOR RAMPS									
A6.1	Building is set at grade - no exterior ramp is required to main entrance.									

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
A 7.0	EXTERIOR STAIRS & STEPS									
A7.1	Building is set at grade - no exterior stairs required to reach main entrance.									

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)			
								P1 Short Term	P2 Medium Term	P3 Long Term	
A 8.0 EXTERIOR AMENITIES & STREET FURNITURE											
General comments	There are no exterior amenities such as seating or landscaped amenity areas.										
A8.1	There are no benches where a person who tires easily could stop if arriving from the far end of the parking lot, or the street. There are a number of concrete 'barricades' placed on islands in the parking area, and something that may be a planter box.	A3, A6	Provide suitable benches along pedestrian access sidewalk, and outside the building.	Along sidewalk from Kam Lake Road, and in front of building.	\$ 1,500	2		\$ 3,000			
							Subtotal	\$ 3,000	\$ -	\$ -	
								Priority Totals	\$ 4,200	\$ 15,000	\$ 25,000
SECTION A TOTAL								\$ 44,200			

4.2 Section B: Interior Environments

B 1.0 OVERVIEW	
B 1.1	This section covers public interior areas including layouts, circulation, doors and finishes (for special sports and meeting areas see Section D).

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 2.0 BUILDING ENTRANCES										
General comments										
B2.1	One entrance door is identified and fitted with an automatic opening device which was functional at the time of the audit (from both the inside and outside).	B1								
B2.2	Large vestibule has a set of double doors and a single door with and automatic opening device. The door has a clear opening of 1 680 mm, 2 m in height.	B2, B2a								
							Subtotal	\$ -	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 3.0 MAIN RECEPTION AREAS AND LOBBIES										
General comments	Area is generally open with furnishings and equipment around perimeter.									
B3.1	The flooring in the lobby area is non slip, low glare type.	B3, B3a, B3b								
B3.2	The entire reception counter surface is at 1 080 mm from floor level (maximum 865 recommended) with no knee space available (minimum 630 recommended).	B4, B4a	The reception station is freestanding and should be modified or replaced to provide an accessible public counter.	Lobby	\$7,000	1		\$ 7,000		
B3.3	Large flexi-pass sign board is mounted on the front of the reception counter (between floor level and counter at 1 080 mm). Schedule boards for each different recreation facility in the fieldhouse (soccer field, walking track, play room, climbing club) are located adjacent to entrances. Climbing club sign is mounted at 1 430 mm from floor level (1 100 mm maximum recommended).	B4, B6	Re-locate all information signs to accessible heights.	Lobby		Multiple		\$ 1,500		
Subtotal								\$ 8,500	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 4.0 INTERIOR CIRCULATION ROUTES AND CORRIDORS										
General comments	All recreation areas are accessed from open lobby areas on the main level and second level, with no corridors.									
B4.1	Areas are generally open, however with the addition of the climbing wall the travel route to the play area has narrowed. Strollers were parked along the perimeter the day of the audit.	B3, B3a, B3b	Relocate the strollers to reduce congestion along the route to the playground, and around the concession table area.	Lobby			Maintenance			
Subtotal								\$ -	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 5.0 INTERIOR DOORS AND DOORWAYS										
B5.1	The public entrance to field area is doorless (as recommended), providing easy access to the view area.	B3a, D7								
B5.2	The door to the climbing club has an upper glazed panel that not allow viewing from a seated position.	B6	Consider replacing door to provide upper and lower viewing panels.	Lobby						
B5.3	Doorless access to washrooms from lobby is provided with a short corridor are 1 200 mm wide (minimum 1 100 mm recommended).	B14								
B5.4	Doors to field change rooms and play room washrooms are solid.	B9, B9a, b, B20								
B5.5	Door to walking track on second level operates with a card swipe device. Instructions for use are posted, but it is difficult to see the device because it is surrounded by notices. The device is set at 1 200mm above floor level (maximum 1 000 mm recommended). The door is not equipped with a power assisted opener.	B8	Remove notices and posters from around the door swipe so that it is clearly visible. Have device lowered to a more accessible height. A power assist opener should be provided.	Upper lobby			Maintenance only required for poster removal.	\$ 10,000		
Subtotal								\$ 10,000	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 6.0 INTERIOR RAMPS										
General	There are no interior ramps									

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 7.0 INTERIOR STAIRS & STEPS										
General	Stairs to second level are located near entrance doors.									
B7.1	Contrasting strips are installed on stair treads.	B10								
B7.2	No tactile transition strip provided at top of stairs.	B11	Install a tactile transition strip at top of stairs.	Upper lobby	\$ 1,500	1		\$ 1,500		
B7.3	Handrails provided on both sides with extensions at top and bottom. Grasping dimension is approximately 40 mm (30 mm to 43 mm recommended), and railing is set at 920 mm (920 recommended height).	B10		Lobby						
Subtotal								\$ 1,500	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 8.0 ELEVATORS, LIFTS, ESCALATORS										
General comments										
B8.1	The call button is located on the wall to the right of the elevator and the bottom of the panel is at 1 000 mm from floor level. (recommended height of the button is 1 000 mm +/- 50 mm). No elevator signs including tactile indicators are mounted at accessible height.	B12	Signs with large letters and numbers and tactile elements should be added on both sides of the elevator door opening.	Lobby	\$ 400	2		\$ 800		
B8.2	The interior of the car is fitted with grab bars. At the time of the audit padded wall protectors were in place that covered the grab bars. Controls are set at acceptable height, and have tactile indicators.	B13, B13a	Wall protectors should be removed whenever they are not actively in use.				Maintenance			
Subtotal								\$ 800	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
B 9.0 WASHROOM FACILITIES										
General	Public washrooms are located on main level. Separate washrooms are available in the children's play area, and in conjunction with change rooms.									
B9.1	Countertops are at 806 mm above floor level (865 mm max. recommended) with knee space of 730 mm under (685 to 734 mm recommended).	B15, B21								
B9.2	Paper towel dispensers mounted at 1 360 mm from floor level (1 000 mm maximum recommended).	B15	Relocate paper towel dispensers.	throughout	\$ 200	6		\$ 1,200		
B9.3	One of nine stalls in main female washroom is accessible, and one of three stalls in the male washroom. Barrier free stall 1 500 x 1 600 mm (minimum required by code at the time of design, but 1 700 to 1 800 mm preferred). Door opening 860 mm exceeds recommended 800 mm.	B16, B17	When washroom renovations are done in future; investigate potential to install a larger accessible stall, or a stall incorporating a handwashing station.	Main floor washrooms						
B9.4	Washrooms in children's play area are not accessible, but there is adequate space to provide accessible features		Add grab bars, lower wall mounted accessories, provide tilted mirrors.	Play area	\$10,000	2				\$20,000
							Subtotal	\$ 1,200	\$ -	\$ 20,000

Priority Totals	\$ 22,000	\$ -	\$ 20,000
SECTION B TOTAL	\$ 42,000		

4.3 Section C: Building Systems, Controls and Communications

C 1.0 OVERVIEW	
C1.1	This section covers systems and controls found throughout the building.

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
C 2.0 EXTERIOR LIGHTING										
General										
C2.1	Lighting levels were not checked (audit completed during daylight hours).									
C2.1	The exterior parking lot is illuminated, and there are exterior lights mounted on the building perimeter, and in the canopy over the main entrance.	A1								
							Subtotal	\$ -	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
C 3.0 INTERIOR LIGHTING										
General	Lighting levels were not measured.									
C3.1	Lighting in lobby is provided by overhead lighting controlled by staff. Natural light available during daylight hours.									
C3.2	Lighting in public washrooms and change rooms are controlled by motion sensors (automatic lighting controls are recommended for accessibility).									
Subtotal								\$ -	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
C 4.0 INTERIOR SIGNAGE AND WAYFINDING										
General	Orientation from the main lobby is achieved through visual clues more than signs.									
C4.1	Room identification and directional signs are inconsistent and have limited accessible features.	B3	An accessible building orientation/directional map should be provided in the lobby near the entrance. Room identification signs should be added and wall mounted at a maximum height of 1 200 mm on the opening side of the doors to all major public use spaces. Alternatives may need to be considered where wall space does not allow - or at the doorless entry to the soccer pitches. Signs will need to be designed to include accessible features and symbols.	Lobby and throughout	\$ 25,000			\$ 25,000		
C4.3	Soccer field schedule mounted low on the wall with lower edge at 300mm and top of board at 1 700 mm (lower edge maximum 1 000 mm from floor level recommended).	C6								

C4.4	Walking track use information is provided with white lettering on glass partition adjacent to the door which is difficult to read in different lighting conditions. A separate printed page provides the schedule with lettering on a complex coloured background.	C5	Provide a new sign with accessible features that can be posted on the window or adjacent wall. Remove existing signs.	Upper lobby area adjacent to walking track.	\$ 2,000	1		\$ 2,000		
C4.5	Climbing wall information is not clearly legible and is mounted above 1 000 mm from floor level.		Relocate climbing club schedule information.				Maintenance			
							Subtotal	\$ 27,000	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
C 5.0 EMERGENCY SYSTEMS AND LIFE SAFETY PROVISIONS										
General										
C5.1	Fire Alarm pull stations typically set at 1 350 mm from floor level (recommended maximum 1 200 mm from floor level).		Consider lowering pull stations as part of future major renovations.							
C5.2	Fire alarms have integrated strobe lights.									
C5.3	Evacuation procedures and plans are posted, but not easily understood or legible, particularly from a seated position. The evacuation plan in the lobby is set with the lower level of the frame at 1 570 mm from floor level, and an ATM machine is placed in front of it.	C1, B12	See also comments under C4.1 above. A building orientation/directional map should be provided in the lobby that clearly identifies evacuation routes throughout the building. New evacuation plans and procedures should be produced and posted at accessible heights throughout the complex.	Various	\$ 1,000	4	Budget allowance for design, production and posting of evacuation signs only included here (see C4.1 above for orientation plan).	\$ 4,000		
C5.4	Fire Extinguishers	C1								

C5.5.	Automated External Defibrillator (AED) is mounted at 1 350 mm from floor level (maximum 1 200 mm to opening latch recommended) and it is blocked/obstructed by moveable lost and found containers.	C1	Lower AED cabinet, and relocate lost and found containers to an area where they will not obstruct traffic or access to other devices.		\$ 1,000	2	Relocation of lost and found by maintenance.	\$ 2,000		
C5.6	Emergency exits are located throughout the complex, and are marked with illuminated red lettered sign faces.	C4	Consider replacing red exit sign faces with new green pictograph type.							
							Subtotal	\$ 6,000	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
C 6.0 PUBLIC AMENITIES (TELEPHONES, DRINKING FOUNTAINS ETC.)										
General										
C6.1	There are no public telephones in this building.									
C6.2	Water bottle fill station is located in lobby and mounted at an accessible height with no obstructions.	C3								
C6.3	Vending machines are accessible.	C2								
Subtotal								\$ -	\$ -	\$ -
Priority Totals								\$ 33,000	\$ -	\$ -
SECTION C TOTAL								\$ 33,000		

4.4 Section D: Special Facilities, Spaces and Environments

D 1.0 OVERVIEW	
D1.1	This section covers the major recreation areas found in the Fieldhouse including two soccer fields, a walking track, a climbing wall, and an indoor play area. Accessibility issues vary in the different facilities.

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
D 2.0 ASSEMBLY AREAS, ACTIVITY ROOMS, AND MEETING AREAS										
General comments	A children's play room is located on the main level and accessed from the main lobby. Cadets use a large multi purpose space on the second floor.									
D2.1	Area is spacious and rubber flooring with ramped transition is installed around play equipment.	D1, B7	Discuss flooring with disabled users to confirm whether flooring impedes access by wheelchair users.							
D2.2	Playground equipment includes some ground level components. Equipment is in new condition.	D1, D2, D3	When replacing or upgrading play equipment in future consider including more accessible components and selecting components of suitable colours and contrast.				No budget allowance as equipment can be replaced as part of routine renewal.			
D2.3	Three tables in play room and have fixed seating, with no provision for wheelchairs. No seating available with backrests or arm rests.	D4	As furniture is upgraded over time, provide accessible seating and table options. In the short term provide one new table that provides a range of seating options.	play room	\$ 1,500	3		\$ 1,500		\$ 3,000

D2.4	Clothes cubbies and hooks are accessible.	D5								
D2.5	Large glazed window and glazed door between lobby and play room have sill at 690 mm from floor level (maximum 760 mm recommended), but they are blocked by moveable items.	B7	Maintain areas in front of viewing windows clear of obstructions.				Maintenance			
D2.6	The Cadet space was not visited as part of the audit, other than a look through the viewing panel in the door.									
							Subtotal	\$ 1,500	\$ -	\$ 3,000

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
D 3.0 KITCHENS, CAFETERIAS AND DINING AREAS										
General comments	Small concession area is located in main lobby (see comments under B3).									
D3.1	2 tables have fixed seating, with no provision for wheelchairs. No seating available with backrests or arm rests. Furnishings are in new condition.	B5, D6	As furniture is upgraded over time, provide accessible seating and table options. In the short term provide one new table that provides a range of seating options.	Concession area	\$ 1,500	2		\$ 1,500		\$ 1,500
D3.2	Kitchen was not accessed during audit.									
							Subtotal	\$ 1,500	\$ -	\$ 1,500

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
D 4.0 OFFICE ENVIRONMENTS										
General comments	There is one enclosed office at the Fieldhouse for the facility operations manager, located directly from the lobby next to the entrance door, and on the route to the male washroom.									
D4.1	Main office is set up with moveable standard office furnishings.	D7	Furnishings could be revised to improve accessibility. A City policy should be developed to address how future upgrades and staff furniture procurement can take accessibility into consideration.							
							Subtotal	\$ -	\$ -	\$ -

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
D 5.0 SPORT / RECREATION AREAS										
General comments	Sports area in the fieldhouse consists of two soccer pitches/multiuse fields and a climbing gym on the main level, and a walking track on the second level. Spectator viewing areas are located in the field area.									
D5.1	Fieldhouse spectator viewing area has low level bleacher seating with no areas designated for wheelchair use. There are floor areas that could be suitable that are currently occupied by moveable items (garbage and recycling, play structure). Tables with fixed seating are also located in viewing areas.	D8, D9, D10	Revise locations of moveable items to provide at least two designated wheelchair locations. As furniture is upgraded over time, provide accessible seating and table options. In the short term provide one new table that provides a range of seating options.		\$ 1,500	2	Some relocation of existing items can be done by maintenance.	\$ 1,500		\$ 1,500
D5.2	Corridors around perimeter of fields are generally unobstructed with clear width greater than recommended minimum 1 200 mm.	D11, D12								
D5.3	Access and transitions, gates to the sports fields provide adequate clearances, with minor transition obstructions. Player boxes have solid gates with fixed bench seating.	D13, D14, D15	Consider replacing some bench seating with moveable type to allow adjustments. Clear gates could also be considered to improve viewing from a seated position.				Redesign for improved accessibility when the building undergoes major mid-life renovations.			

D5.4	Climbing club area does not include any accessible features.	D11, B6	Discuss accessibility with Climbing Club to identify potential accommodations for different disabilities that can be coordinated with other safety requirements.								
D5.5	Walking track is accessible and useable by people with mobility aids.	D10									
								Subtotal	\$ 1,500	\$ -	\$ 1,500

Ref #	Accessibility Issue	Photo	Recommendation(s)	Location(s)	Cost/unit	# units	Additional Comment	Budget Allowance (\$)		
								P1 Short Term	P2 Medium Term	P3 Long Term
D 6.0 DRESSING AND CHANGE ROOMS										
General comments	Change rooms are available from the sports field area and the upper level running track.									
D6.1	Sports field change rooms are accessed through doors with no automatic opening provisions.	B9								
D6.2	Sports field change rooms are open with perimeter benches and clothes hooks at 1 300 mm from floor level (maximum 1 200 mm recommended).	D17	Add lower height clothing hooks along at least one wall.							
D6.3	Sports field change rooms have associated washroom and showers through a door with a push plate. The shower has a stall that would obstruct use by a person in a wheelchair.	B9c, B9d, D18	When building undergoes major renovations, redesign at least one change room to provide self-contained change/shower area.							
D6.4	Walking/running track change rooms are accessed through doors with no automatic opening provisions.	B9b	see B5.6							
D6.5	Walking/running track change rooms include a locker and bench area, showers, and an enclosed toilet and sink room. Lockers are installed at two heights, and clothing hooks above the benches are set at 1 500 mm to 1 600 mm above floor level. The shower stall	D20, D21, D22, D23, D24	Add lower height clothing hooks or replace existing.	M and F upper change rooms	800	2		\$ 1,600		

	provides level transition, with transfer area complete with bench and privacy curtains. Shower head is adjustable.									
							Subtotal	\$ 1,600	\$ -	\$ -

Priority Totals	\$ 6,100	\$ -	\$ 6,000
SECTION D TOTAL	\$ 22,100		

Appendix A

Photographs: Exterior Environment

**Section A: Exterior Environment
Barrier Removal Action Plan Photos**



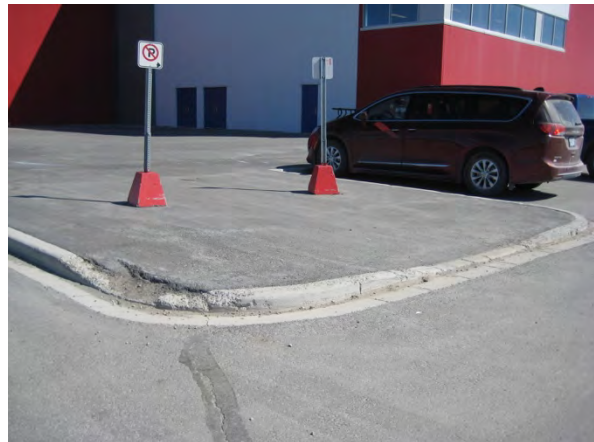
A1 Main façade and entrance canopy



A2 building identification sign on main façade.



A3 accessible parking stalls near main entrance



A4 access route to main entrance from accessible parking stalls



A5 curb ramp and signs marking access route



A6 parking lot and view of Kam Lake Road – note sidewalk and bus

Appendix B

Photographs: Interior Environment

**Section B: Interior Environments
Barrier Removal Action Plan Photos**



B1 Main entrance doors, canopy with lighting, and sign to right of door



B2 Vestibule doors – note power operator for single door to right



B2a main entrance vestibule with view to outdoors



B3 lobby and reception desk with pass purchase information



B3a lobby looking into soccer pitch area



B3b overview of lobby with climbing club behind reception, and play room at back

**Section B: Interior Environments
Barrier Removal Action Plan Photos**



B4 reception desk/counter from entrance



jB4a reception desk/counter



B5 seating and tables in main lobby next to concession



B6 Climbing Club entrance with schedule posted to right of door



B7 entrance to indoor play area and viewing window to right of door



B8 entrance to upper level walking track with card swipe device to right of door

**Section B: Interior Environments
Barrier Removal Action Plan Photos**



B9 corridor around perimeter of soccer fields – walking track above



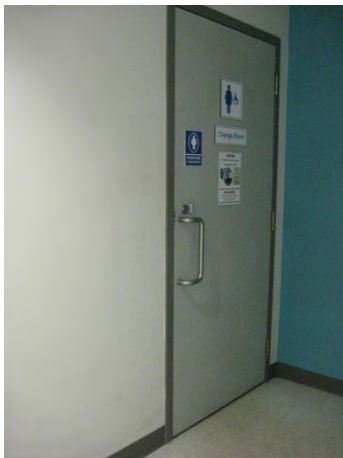
B9a Change room main level (typical)



B9b change room door upper level



B9c Door to adjoining washroom from main level change room.



B9d change room door upper level

**Section B: Interior Environments
Barrier Removal Action Plan Photos**



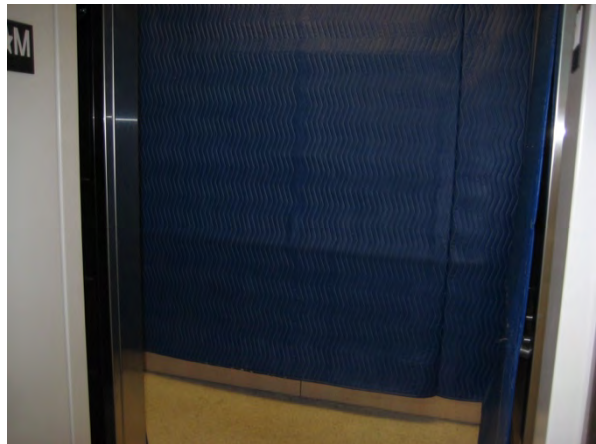
B10 stairs from main lobby to upper lobby area



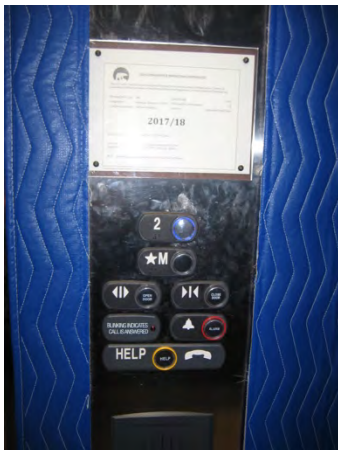
B11 stairs from upper lobby to main lobby



B12 Elevator main level lobby



B13 elevator car interior



B13a elevator controls



**Section B: Interior Environments
Barrier Removal Action Plan Photos**



B14 doorless access to washroom main level to right of stairs (typical)



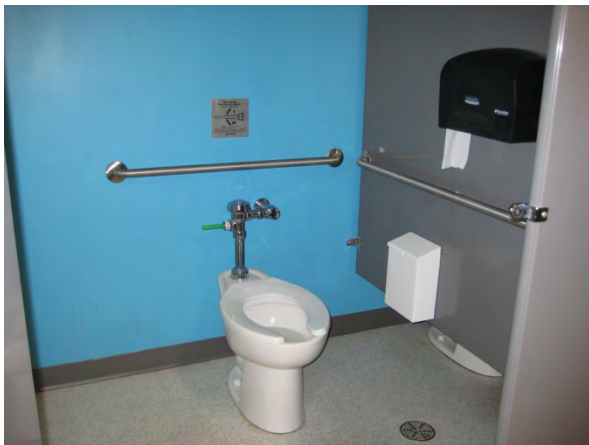
B15 washroom counters, sinks, mirrors and wall mounted accessories



B16 toilet stalls female washroom main level



B17 accessible toilet stall door main level female washroom



B18 accessible toilet stall main level female washroom showing grab bars



B19 toilet paper dispenser and refuse bin mounted in accessible toilet stall

**Section B: Interior Environments
Barrier Removal Action Plan Photos**



B20 washroom in play area



B21 play area washroom with counter, sink, mirror, and wall mounted accessories

Appendix C

Photographs: Building Systems, Controls and Communications

Section C: Building Systems, Controls & Communications
Barrier Removal Action Plan Photos



C1 AED cabinet in main lobby to the left of elevator.



C2 vending machines main level lobby



C3 water fill in main lobby area



C4 exit doors leading to exterior from soccer fields on main level



C5 information applied to glazed partition on upper level looking into walking track



C6 schedule board mounted at entrance to main level soccer fields

Appendix D

Photographs: Special Facilities, Spaces and Environments

**Section D: Special Facilities, Spaces & Environments
Barrier Removal Action Plan Photos**



D1 play room on main level – note flooring and transition



D2 play equipment components



D3 play equipment components



D4 tables and seating in play room area with washroom to right



D5 ID and text



D6

Section D: Special Facilities, Spaces & Environments
Barrier Removal Action Plan Photos



D7 office on main level adjacent to main entrance



D8 soccer field viewing area and perimeter glazing



D9 corridor at perimeter of soccer fields



D10 soccer field central spectator viewing area with bleachers



D11 corridor at perimeter of soccer fields



D12 corridor at perimeter of soccer fields

Section D: Special Facilities, Spaces & Environments
Barrier Removal Action Plan Photos



D13 access gate/door to soccer fields



D14 detail access gate/door to soccer fields



D15 gate from players box to soccer field (typical)



D16 climbing wall visible from main lobby



D17 soccer field change room (typical)



D18 shower stall in washrooms connected to soccer field change rooms (typical)

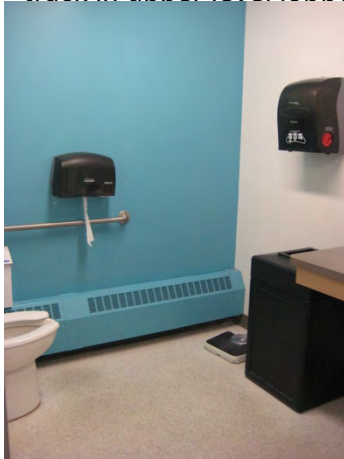
**Section D: Special Facilities, Spaces & Environments
Barrier Removal Action Plan Photos**



D19 door and glazed partition to walking track in upper level lobby area.



D20 shower stall in upper level change room (typical)



D21 toilet room inside change rooms upper level



D22 benches and clothes hooks upper level change rooms



D23 mirror, shelf and change table in upper level change room



D24 lockers in upper level change rooms



CITY OF YELLOWKNIFE

City of Yellowknife Accessibility Audit

Outdoor Recreation Facilities

Playgrounds, Sports Courts, Sports Fields, Trails



Dillon Project 17 5934

Final Report
December 2017

Prepared by:



with



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Appendix A: Detailed Site Audits

Appendix B: Budget Estimates

1 Introduction

SPH Planning and Consulting Limited (SPH) and Dillon Consulting Limited (Dillon) were retained by the City of Yellowknife in June 2017 to conduct municipal facility accessibility audits. The goal of the project is to comprehensively identify existing barriers faced by persons with disabilities, based on accessibility best practices, to help the City effectively plan for their removal and prevention. The ultimate goal of the City is to provide more inclusive buildings, and outdoor recreation infrastructure.

This Final Report summarizes our findings for the outdoor recreation facilities including playgrounds, sports courts, sports fields, and trails selected by the City for the audit.

1.1 Outdoor Recreation Facility Locations

Outdoor recreation facility accessibility audits were conducted at 17 playgrounds, 9 sports courts, 6 sports fields, and 4 trails located as shown in the legend below, and on the map on the following page.

Legend

Playgrounds

- | | | |
|--------------------|-------------------|--------------------|
| ① Sombe K'e | ⑧ Borealis Co-op | ⑮ Olexin |
| ② Josephine Walcer | ⑨ Parker Field | ⑯ Con Mine |
| ③ Otto | ⑩ Magrum Crescent | ⑰ Grace Lake North |
| ④ School Draw | ⑪ Demelt | |
| ⑤ Doornbos | ⑫ Forrest Drive | |
| ⑥ Moyle Drive | ⑬ Lamoureux | |
| ⑦ Stirling Tot Lot | ⑭ McNiven | |

Sports Fields

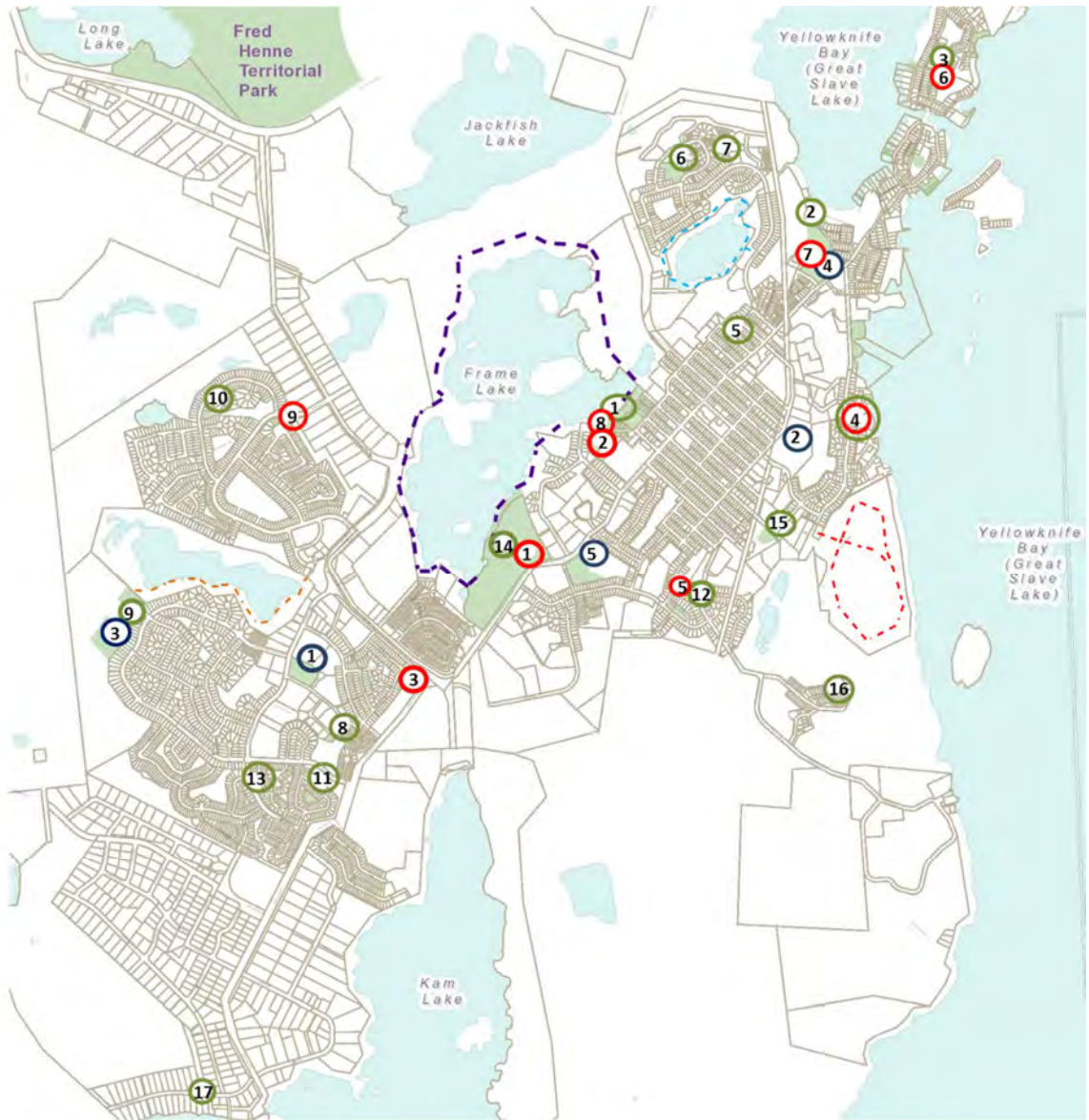
- | | |
|---------------------|-----------------|
| ① Ecole St. Joseph | ④ Fritz Theil |
| ② Sir John Franklin | ⑤ Tommy Forrest |
| ③ Parker | |

Trails

- | | |
|----------------|--------------|
| — Range Lake | — Niven |
| — Tin Can Hill | — Frame Lake |

Sports Courts

- | | | |
|--------------------|-----------------|--------------------------|
| ① McNiven Tennis | ④ School Draw | ⑦ Fritz Theil Volleyball |
| ② Sombe K'e Tennis | ⑤ Forrest Drive | ⑧ Sombe K'e Volleyball |
| ③ Reservoir Tennis | ⑥ Latham Island | ⑨ Jeske Crescent |



1.2 Audit Methodology

Following best practices for each of the four different types of outdoor recreation facilities, key features for accessibility were identified to guide site audits. Auditors evaluated features based on visual observations. Site visits were conducted in July 2017, with observation notes and photographs collected for each site. The results were then compiled and organized to identify trends and barriers. Budget estimates were then developed for each site, and for common barrier removal actions. Summer conditions were the prime focus of this audit. Although trails may be used in other seasons, the other types of outdoor recreation facilities audited are not typically intended for winter or night time use.

1.3 Report Organization

An overview and general comments about each type of facility follow including: descriptions of key features (desirable conditions); observations and descriptions of common barriers encountered; and a summary of recommendations for barrier removal actions.

Section 2: Playgrounds

Section 3: Sports Courts

Section 4: Sports Fields

Section 5: Trails

Section 6 of the report discusses budgeting and priority considerations.

Audit findings for each individual site are provided in Appendix A.

A summary of budget estimates to complete all of the recommended barrier removal actions is presented in Appendix B.

2 Playgrounds

Playgrounds are installed and maintained by the City in locations throughout the city. These facilities are generally intended to provide children of ages 2 to 12 with opportunities for physical activity, and socialization. Playgrounds also provide important opportunities for parents and caregivers to meet and socialize. This audit included a review of seventeen (17) playgrounds (see map in 1.1). While residents may use any of the playgrounds, they are typically associated either with a centrally located general access public park or recreation facility, or a specific neighbourhood. Playgrounds located at schools were not included in this audit. Detailed audit findings for each playground can be found in Appendix A.

ID	Name	Classification	Neighbourhood/Location
1	Somba K'e	Central	Downtown/ Somba K'e Plaza
2	Josephine Walcer	Neighbourhood	Old Town
3	Otto Drive	Neighbourhood	Old Town
4	School Draw	Neighbourhood	School Draw
5	Doornbos	Neighbourhood	Downtown
6	Moyle Drive	Neighbourhood	Niven Lake
7	Stirling Tot Lot	Neighbourhood	Niven Lake
8	Borealis Co-op	Neighbourhood	Frame Lake South
9	Parker Field	Neighbourhood	Range Lake
10	Magrum Crescent	Neighbourhood	Range Lake North
11	Demelt Crescent	Neighbourhood	Frame Lake South
12	Forrest Drive	Neighbourhood	Forrest Drive
13	Lamoureux	Neighbourhood	Frame Lake South
14	McNiven	Central	McNiven Beach
15	Olexin	Neighbourhood	Range Lake
16	Con Mine	Neighbourhood	Con Road
17	Grace Lake North	Neighbourhood	Grace Lake

Glossary





Playspace or Play Area – These are defined areas within a park where play equipment typically comprised of ground-level and/or elevated play components are located.


Play Component – The Canadian Standards Association's "Children's Playspaces and Equipment CSA Z614-07, Annex H" defines a play component as "an element intended to generate specific opportunities for play, socialization, or learning. Play components may be manufactured or natural and may be stand-alone or part of a composite play structure." Play components come in various sizes and shapes, and range from slides and see-saws, to tic-tac-toe boards and play houses.


Play Structure – ground-level and elevated play components can be combined together into a play structure. Play structures typically consist of steps, platforms, slides, climbing bars and other components.

2.1 Key Features

A number of common elements make up a playground. Key features that will help to make elements more inclusive are summarized below:

Playground Elements	Key features	
Parking	<p>Accessible parking stalls and passenger loading zones with access aisles as required should be available as close as possible to play spaces.</p> <p>Each stall should be identified with a sign and pavement markings, and a curb cut and ramp provided if required for any elevation change.</p>	
Routes	<p>A continuous accessible path should lead from public sidewalks and accessible parking stalls to entry/exit points to the play space. All routes should have a stable, firm surface to facilitate use of mobility devices, with slopes and cross slopes minimized.</p>	
Entry/ Exit Points	<p>Entries into playground areas and to play spaces need to be considered. Clearance of 850mm (minimum) and 1m (preferred) should be provided at any openings (gates or bollards) to allow the passage of mobility aids including wheelchairs. Where there is a change in level at the threshold of the play space, ramps should be in place. Entrance and exit points should be clearly visible from the route to the playground, and from within the playground area.</p>	
Ground Surface (Playspace)	<p>Playspace surfaces need to be both soft and flexible for safety, and yet smooth and durable enough to allow the use of mobility aids. Different surfaces that can be used in playground areas have advantages and disadvantages, and combinations of surfaces may need to be considered in different areas of the playground. Sand is not a suitable surface.</p>	





Playground Elements	Key features	
Play Structures	<p>Play structures can include both elevated and ground-level components:</p> <ul style="list-style-type: none"> • elevated play components can be reached from above or below grade • ground-level play components are approached and exited at ground level <p>At least 50% of elevated play components at a playground site should be located on an accessible route and connected by a ramp or transfer system with adequate space for approach and turning. Where an elevated play component is not accessible, accessible ground-level components should be available to provide a similar experience. Other characteristics of accessible play structures include: colour contrast between different components and sensory components (sound, textures).</p> <p>All components should meet Canadian Standards Association (CSA) standards: "Children's Playspaces and Equipment Standard (CAN / CSA-Z614), 2007", "Annex H: Children's playspaces and equipment that are accessible to persons with disabilities."</p>	
Signs	<p>There should be a sign identifying the playground by name, and information about accessible elements provided. All signs should be designed with accessibility features including suitable placement, font size, colour contrast and use of pictographs.</p>	
Lighting	<p>Playgrounds are typically intended for use during daylight hours only. Exterior lighting is generally not required for accessibility, but could be considered as part of a recreation facility maintenance plan.</p>	

Playground Elements	Key features	
Benches	<p>Benches provide a resting place for those who may have limited mobility (e.g., standing and walking) for extended periods, which can include parents or caregivers accompanying children to playgrounds. Benches should be placed close to the play spaces, adjacent to an accessible route and on a firm and level area with space for transfer for users of mobility aids. Bench back support and arm rests should be provided to facilitate sitting and rising for individuals with limited mobility or stamina.</p>	

2.2 Observations and Barrier Identification

A number of common observations were made and barriers identified at all of the playgrounds audited. Detailed findings for individual sites are included in Appendix A, and common findings summarized below:

Playground Elements	Observations and Barriers	
Parking	<p>While parking lots or on-street parking can often be found close to playgrounds, there are generally no designated accessible parking stalls with pavement markings or signs.</p> <p><i>Photo: On street parking on Con Road near playground.</i></p>	
Routes	<p>Routes leading from public roadways or sidewalks to playgrounds are often roughly graded natural surfaces. In most cases routes were found to lead to the general playground area, but connections to play spaces or benches were lacking.</p> <p><i>Photo: route to Demelt Crescent playground</i></p>	
Entry/ Exit Points	<p>Where fencing surrounds playground areas, clearances at gates and openings were often inadequate.</p> <p><i>Photo: Magrum Crescent Playground</i></p>	

Playground Elements	Observations and Barriers	
	<p>Ramps are not provided at the threshold of most play spaces.</p> <p><i>Photo: McNiven Beach Playground</i></p>	
<p>Ground Surface</p>	<p>Sand is used for ground cover at all of the playgrounds audited. In some locations local vegetation is moving into sand areas.</p> <p><i>Photo: Olexin Playground</i></p>	
<p>Play Structures</p>	<p>Elevated play structure components are installed at most playgrounds with no ramps or transfer devices. Few play structures incorporate ground level components, colour contrasted components or sensory components.</p> <p><i>Photo: Parker Field Playground</i></p>	
<p>Signs</p>	<p>Signs at most playground are limited to equipment manufacturer signs, and regulatory signs. No information about the level of accessibility is provided.</p> <p><i>Photo: Josephine Walcer Playground</i></p>	
<p>Lighting</p>	<p>No barriers identified</p>	
<p>Benches</p>	<p>Benches at most playgrounds do not have arm rests, and many do not have back rests. They are also commonly installed on concrete pads that are not connected to accessible routes.</p> <p><i>Photo: Josephine Walcer Playground</i></p>	

2.3 Barrier Removal Actions

Removing the identified barriers at each location will involve modifying some existing conditions, and replacing other elements. Similar barrier removal actions were identified for most of the playgrounds audited.

Playground Elements	Barrier removal actions
Parking	Designate one or more barrier free parking stalls adjacent to playgrounds (either on-street or parking lots).
Routes	Provide durable surfaces (paving or compacted fine granular) on all routes leading to playgrounds including connections to play spaces and benches.
Entry/ Exit Points	Modify gates and fence openings to provide minimum clearances. Install ramps at thresholds of play spaces wherever there is a level change between the route and play space surface.
Ground Surface (Play Space)	Replace sand in play spaces with an acceptable surface material (see Key Feature recommendations).
Play Structures	Accessible ground level and above ground components, ramps and transfer systems need to be added at most playground sites. In some cases existing play structures should be replaced, while at other sites it may be possible to add components to existing play structures. The addition of more sensory components (sound, textures) should also be considered.
Signs	Playground identification signs should be added where none exist. Information about accessible features should be provided either on a separate sign, or incorporated with park identification signs.
Lighting	No recommended actions.
Benches	Replace existing or install at least one new bench with back support and arm rests at all playgrounds. Provide space for transfer and turning, and for users of mobility aids.

3 Sports Courts

Tennis, basketball and volleyball courts are installed and maintained by the City in several locations in the city. These courts allow for organized and informal or casual play, and also provide opportunities for spectators. This audit included a review of nine (9) sports courts (see map in 1.1). All courts are intended for general public use. Sports courts located at schools were not included in this audit.

ID	Name	Sport	Neighbourhood/Location
1	McNiven	Tennis	McNiven
2	Somba K'e	Tennis	Matonabee
3	Reservoir	Tennis	Frame Lake South
4	School Draw	Basketball	School Draw
5	Forrest Drive	Basketball	Forrest Drive
6	Latham Island	Basketball	Old Town
7	Fritz Theil	Volleyball	Old Town
8	Somba K'e	Volleyball	Downtown
9	Jeske Crescent	Volleyball	Range Lake

3.1 Key Features

A number of common elements make up a sports court. Key features that will help to make elements more inclusive are summarized below:




Sports Court Elements	Key features
Parking	<p>Accessible parking stalls and passenger loading zones with access aisles as required should be available as close as possible to sports courts.</p> <p>Each stall should be identified with a sign and pavement markings, and a curb cut and ramp provided if required for any elevation change.</p>
Routes	<p>A continuous accessible path should lead from public sidewalks and accessible parking stalls to entry/exit points to the sports court and spectator areas. All routes should have a stable, firm surface to facilitate use of mobility devices, with slopes and cross slopes minimized.</p>
Entry/ Exit Points	<p>Entrance and exit points should be clearly visible from parking and spectator areas. Where there is a change in level ramps, curb ramps and level thresholds should be in place. Clearance of 850mm (minimum) and 1m (preferred) should be provided at any openings (gates or bollards) to allow the passage of mobility aids including wheelchairs.</p>
Ground Surface	<p>Sport court surfaces need to be suited to the specific sport, while allowing for the use of mobility aids. Different surfaces that can be used in sport courts have advantages and disadvantages, and combinations of surfaces may need to be considered.</p>
Sports Equipment	<p>Nets and hoops should be adjustable to allow for setting at different heights.</p>

Sports Court Elements	Key features
Signs	<p>At least one sign identifying the court by name should be provided, along with an indication of accessible elements provided.</p> <p>All signs should be designed with accessibility features including suitable placement, font size, colour contrast and use of pictographs.</p>
Lighting	<p>Sports courts are typically intended for use during daylight hours which can extend into the evening in Yellowknife summers. Exterior lighting could be considered where activities will regularly take place after dusk.</p>
Benches and Spectator Seating	<p>Benches provide a resting place for those who may have limited mobility (e.g., standing and walking) for extended periods, and who wish to observe activities. Benches should be placed along routes and in spectator areas (behind protective fencing). Benches should be on a firm and level area with space for transfer and turning, and a space provided for users of mobility aids. Bench back support and arm rests should be provided to facilitate sitting and rising for individuals with limited mobility or stamina.</p> <p>Raised spectator seating can improve viewing of tennis, basketball and volleyball. Options should be available for suitable accessible seating and viewing positions. Where raised seating is provided, a ramp should be included to allow access by those using mobility devices, and so that accessible seating can be integrated.</p>

3.2 Observations and Barrier Identification

Observations of general findings and common barriers found at the sports courts audited follow. Detailed findings for individual sites are included in Appendix A.

Sport Court Elements	Observations and barriers identified	
Parking	<p>While parking lots or on-street parking can often be found close to sports courts, there are generally no designated barrier-free parking stalls identified.</p>	
Routes	<p>Routes between parking areas or public sidewalks typically do not provide a firm level travel surface to the sports court or benches.</p> <p><i>Photo: link from Matonabee laneway to Somba K'e tennis court</i></p>	
Entry/ Exit Points	<p>Where fencing surrounds sports courts, gates were found that did not provide adequate clearances, or thresholds were not level or continuous.</p> <p><i>Photo: curbs surrounding Jeske Crescent basketball court</i></p>	
Ground Surface	<p>Most sports courts reviewed were adequately surfaced, although some cracking or settling was observed.</p> <p><i>Photo: Somba K'e Tennis Courts</i></p>	
Sports Equipment	<p>Nets or other fixed equipment at most sports courts cannot be adjusted to allow for different heights or configurations to allow for more inclusive sports activities.</p> <p><i>Photo: Basketball net at Forrest Drive court</i></p>	

Sport Court Elements	Observations and barriers identified	
Signs	<p>Signs at sports courts typically include identification and regulatory signs (i.e. no dogs). No information about the level of accessibility is provided.</p> <p><i>Photo: signs at entrance to Forrest Drive court</i></p>	
Lighting	<p>Lighting is sometimes provided at sports courts. This audit considered summer activities that take place in summer months during daylight hours. Lighting may be useful where courts are converted to skating rinks for winter use.</p> <p><i>Photo: Streetlights at Forrest Drive Basketball court</i></p>	
Benches and Spectator Seating	<p>Benches are provided at some of the sports courts however they are typically located off of durable routes, making them less accessible. Benches sometimes have backrests, or armrests, but most do not have both.</p> <p><i>Photo: Spectator bench at Sombe K'e Volleyball court</i></p>	

3.3 Barrier Removal Actions

Removing the identified barriers at each location will involve modifying some existing conditions, and replacing other elements.

Sport Court Elements	Recommended actions
Parking	Designate one or more barrier free parking stalls adjacent to all sports courts (on-street or parking lots).
Routes	Provide durable surfaces (paving or compacted fine granular) on all routes leading to sports courts, and in particular providing connections to benches or other spectator facilities.
Entry/ Exit Points	Where sports courts are located within a larger fenced playground area, gates or fence openings that do not provide adequate clearances need to be modified. Where there is a level change between the route and the ground surface of the sports court, ramps should be added at the threshold.
Ground Surface	Generally paved sports court surfaces observed provided smooth level surfaces, but some maintenance is required. The ground surface at the two sand volleyball courts should be replaced.
Sports Equipment	Install adjustable height nets.
Signs	Site identification signs with information about accessible features are needed at most sport court sites.
Lighting	No recommended actions.
Benches and Spectator Seating	Replace existing or install at least one new bench with back support and arm rests at all sports courts. Provide space for transfer and turning, and for users of mobility aids.

4 Sports Fields

Baseball and soccer fields are installed and maintained by the City in several locations in the city. These fields allow for organized team sports and informal play, and also provide opportunities for spectators. This audit included a review of six (6) sports fields (see map in 1.1). All fields are available for general public use, although some are small and local. Sports fields located at two schools were included in this audit.

ID	Name	Sport	Neighbourhood/Location
1	Ecole St. Joseph	Soccer/general sports	Range Lake
2	Sir John Franklin	Soccer/general sports	Downtown
3	Parker	Baseball	Range Lake
4	Fritz Theil	Baseball	Old Town
5	Tommy Forrest	Baseball	Forrest Drive
6	Latham Island	Soccer/general sports	Old Town

4.1 Key Features

A number of common elements make up a sports field facility. Key features that will help to make elements more inclusive are summarized below:

Sports Field Elements	Key features
Parking	<p>Accessible parking stalls and passenger loading zones with access aisles as required should be available as close as possible to sports fields.</p> <p>Each stall should be identified with a sign and pavement markings, and a curb cut and ramp provided if required for any elevation change.</p>
Routes	<p>A continuous accessible path should lead from public sidewalks and accessible parking stalls to entry/exit points to the sports field and spectator areas. All routes should have a stable, firm surface with a minimum width of 1.5 m to facilitate use of mobility devices, with slopes and cross slopes minimized.</p>
Entry/ Exit Points	<p>Entrance and exit points should be clearly visible from the parking and spectator areas. Where there is a change in level ramps, curb ramps and level thresholds should be in place. Clearance of 850mm (minimum) and 1m (preferred) should be provided at any openings (gates or bollards) to allow the passage of mobility aids including wheelchairs.</p>
Ground Surface	<p>Sport field surfaces need to be suited to the specific sport, while allowing for the use of mobility aids. Different surfaces that can be used for sports fields have advantages and disadvantages, and combinations of surfaces may need to be considered.</p>
Sports Equipment	<p>Nets and hoops should be adjustable to allow for setting at different heights.</p>

Sports Field Elements	Key features
Signs	<p>At least one sign identifying the field by name should be provided, along with an indication of accessible elements provided.</p> <p>All signs should be designed with accessibility features including suitable placement, font size, colour contrast and use of pictographs.</p>
Lighting	<p>Sports fields are typically intended for use during daylight hours which can extend into the evening in Yellowknife summers.</p>
Benches and Spectator Seating	<p>Benches provide a resting place for those who may have limited mobility (e.g., standing and walking) for extended periods, and who wish to observe activities. Benches should be located in spectator areas (behind protective fencing) and placed on a firm and level area with space for transfer and turning. Bench back support and arm rests should be provided to facilitate sitting and rising for individuals with limited mobility or stamina.</p> <p>Raised spectator seating can improve viewing of tennis, basketball and volleyball. Options should be available for suitable accessible seating and viewing positions. Where raised seating is provided, a ramp should be included to allow access by those using mobility devices, and so that accessible seating can be integrated.</p>
Washrooms	<p>Accessible washrooms should be available within a reasonable distance of sports fields.</p>

4.2 Observations and Barrier Identification

Observations of general findings and common barriers found at the sports fields audited follow. Detailed findings for individual sites are included in Appendix A.

Sports Field Elements	Observations and barriers identified	
Parking	<p>While parking lots and on-street parking can be found close to all sports fields, there are generally no designated barrier-free parking stalls identified.</p> <p><i>Photo: Parker Park parking lot</i></p>	
Routes	<p>Routes to and around sports fields and spectator benches are typically not provided with smooth durable surfaces which limits accessibility.</p> <p><i>Photo: Tommy Forest Baseball Diamonds</i></p>	
Entry/ Exit Points	<p>Entry points to sports fields including spectator areas generally do not provide a level transition from parking areas to sports or spectator areas.</p> <p><i>Photo: entrance to Sir John Franklin field from parking area</i></p>	
Ground Surface	<p>Grass at seasonal sports fields is not consistently maintained</p> <p><i>Photo: Field at Sir John Franklin School</i></p>	

Sports Field Elements	Observations and barriers identified	
Amenities and Equipment	<p>Public washroom facilities, concessions or picnic areas are available at most sports fields, but have not been designed for accessibility. Barriers include steps, minimal maneuvering spaces, and door and gate hardware that are not accessible.</p> <p><i>Photo: Fritz Theil Park washrooms</i></p>	
Signs	<p>Where there are signs at sports fields they are limited to identification or regulatory signs. No information about the level of accessibility is provided.</p> <p><i>Photo: Information sign at Fritz Theil Park</i></p>	
Lighting	<p>Overhead lighting is available at some sports fields, but is generally not required during summer season.</p> <p><i>Photo: John Franklin field</i></p>	
Benches and Spectator Seating	<p>Spectator seating at all sports fields does not include provisions for people using mobility devices.</p> <p><i>Photo: bleachers at Tommy Forrest Baseball Diamond</i></p>	

4.3 Barrier Removal Actions

Removing the identified barriers at each location will involve modifying some existing conditions, and replacing other elements.

Sports Field Elements	Recommended actions
Parking	Designate one or more barrier free parking stalls adjacent to all sport fields (on-street or parking lots).
Routes	Provide durable surfaces (paving or compacted fine granular) on all routes leading to sports fields, and in particular providing connections to benches or other spectator facilities.
Entry/ Exit Points	Where there are fences in place, gates typically need modifications to provide adequate clearances, and to cover chain link openings at the base of gates (that wheelchair users can get their foot stuck in).
Ground Surface	Most of the barriers identified related to ground surfaces could be improved with maintenance.
Equipment and Amenities	Where public washrooms are provided modifications are required to provide accessible washrooms, and work may involve providing ramps at entrance thresholds, installing wider doors with accessible hardware, replacing fixtures and accessories, and installing signs.
Signs	Signs should be installed that provide information about any accessibility restrictions or features of the sports field
Lighting	No recommended actions.
Benches and Spectator Seating	Replace existing or install new benches with back support and arm rests at all sports fields. Provide space for transfer and turning, and for users of mobility aids.

5 Trails

The City maintains different types of trails in several areas of the City. Trails allow residents to experience natural settings and use active transportation modes away from motorized vehicle traffic. Significant natural elements of the environment are important to the trail user experience. Although a common misconception, trails are not required to be completely level throughout to be considered accessible for people with limited mobility or using mobility aids.

Applying the concept of universal design to trails considers that:

- trails can be created to be enjoyed by a broad spectrum of people
- all users have different abilities which are accommodated to the greatest extent possible for different types of trails
- each trail user will have different abilities and that some people (such as those who are unable to go outside) may not have access to the trail experience
- Universal design does not mean making every trail available for use by every possible user (e.g., hiking trails can only be for hikers, not cyclists)
- Universal design strives to minimize, to the greatest extent possible, the proportion of potential users who cannot access the trail

[Source: Adapted from the Trails For All Ontarians Collaborative, 2006. Ontario's Best Trails: Guidelines and Best Practices for the Design, Construction and Maintenance of Sustainable Trails for All Ontarians].

This audit included a review of four (4) trails (see map in 1.1).

ID	Name	Total Trail Length (km)
1	Range Lake	2
2	Tin Can Hill	5
3	Niven Lake	3
4	Frame Lake	5

5.1 Key Features

A number of common elements make up a recreational trail system.






Key features that will help to make elements more inclusive are summarized below:

Trail Elements	Key features
Parking	<p>Accessible parking stalls and passenger loading zones with access aisles as required should be available as close as possible to trails.</p> <p>Each stall should be identified with a sign and pavement markings, and a curb cut and ramp provided if required for any elevation change.</p>
Routes	<p>There should be clearly marked pathways to trailheads from public sidewalks and parking spaces.</p> <p>Segments of trails can have different characteristics, and not all will be accessible to the same degree:</p> <ul style="list-style-type: none"> • Trail conditions should be explained at all trailheads (see signs below) • Trail segments graded and surfaced to facilitate use of mobility devices should be a minimum of 1.5 m wide • Provide minimum clear headroom above the trail of 2.1 m • Clearance of 850mm (minimum) and 1m (preferred) should be provided at any openings (gates or bollards) to allow the passage of mobility aids including wheelchairs
Trailheads	Trails with multiple trailheads can enhance accessibility.
Trails Surface	Different trail surfaces have advantages and disadvantages for different trail users. Firm stable surfaces with minimal glare generally improve accessibility. Trail surfaces should be designed with positive drainage, to avoid surface deterioration.

Trail Elements	Key features
Signs	<p>Signs allow all users to make an informed decision before using a trail. Signs should be placed strategically to provide objective information about the trail including:</p> <ul style="list-style-type: none"> • Length • Typical widths • Typical grades • Surface types • Lighting conditions • Any unique or extreme conditions • Features and amenities provided (such as benches) <p>All signs should be designed with accessibility features including suitable placement, font size, colour contrast and use of pictographs.</p>
Lighting	<p>Trails are used year round in Yellowknife, and exterior lighting should be provided along segments used routinely for commuting.</p>
Benches	<p>Benches provide important resting places for those who may have limited mobility (e.g., standing and walking) for extended periods. Benches should be placed at regular intervals along trail segments, and in particular where there are significant elevation changes.</p> <p>Benches should be on a firm and level area with space for transfer and turning. Bench back support and arm rests should be provided to facilitate sitting and rising for individuals with limited mobility or stamina.</p>
Washrooms	<p>Accessible washrooms are desirable when they can be located within a reasonable distance of trailheads or accessible trail segments. Often trails can be linked with parks or other recreation facilities where accessible washrooms can be provided.</p>

5.2 Observations and Barrier Identification

Observations of general findings and common barriers found on the trails audited follow. The major barrier to accessibility for trails is the lack of information about existing conditions that would allow users to make an informed decision prior to setting out on a trail. Detailed findings for individual sites are included in Appendix A.

Trail Elements	Observations and barriers identified	
Parking	<p>Barrier free parking stalls are not typically identified near trailheads.</p> <p><i>Photo: Parking area at main entry / exit to Tin Can Trail on School Draw Drive</i></p>	
Routes	<p>Long segments of the Frame Lake and Niven Lake trails are well surfaced and drained, providing relatively accessible segments to those with limited mobility or vision. Segments of other trails have potential to provide higher level of accessibility without damaging the natural environment.</p> <p><i>Photo: segment of Tin Can Hill trail that follows old roadway</i></p>	
	<p>Many of the trail segments audited are rugged hiking trails and present challenges for those with limited mobility or vision.</p> <p><i>Photo: typical trail surface on Range Lake Trail</i></p>	
Trailheads	<p>The distance between trailheads along most of the trails audited provide users with options for completing longer or shorter segments of trails. Some trailheads are difficult to identify from parking or public sidewalks.</p>	

Trail Elements	Observations and barriers identified	
Signs	<p>Information about trail accessibility is not found on any of the signs located at trailheads, or at other strategic locations.</p> <p><i>Photo: Sign at one of the trailheads on Niven Lake Trail</i></p>	
Lighting	<p>Lighting is generally available along trail segments used for commuting, and the City has been systematically expanding lighting.</p>	
Benches	<p>Benches are often located along trails, but do not provide rest areas at frequent intervals, and are located without paved connections to the trail. Most benches do not include arm-rests or backs.</p> <p><i>Photo: Bench along Frame Lake Trail</i></p>	

5.3 Barrier Removal Actions

The barrier removal action items recommended here consider that trails should continue to offer a variety of experiences to diverse users with different abilities. Trail surfacing generally defines the type of trail experience available.

Trail Element	Recommended actions
Parking	Designate accessible parking stalls at all trailheads close to public roads and sidewalks.
Routes and trail surfaces	Increase maintenance along existing durable and graded surfaces (paving or compacted fine granular) of the Frame Lake and Niven Lake trails recognizing that they provide accessible outdoor recreation and commuter routes, and that conditions such as potholes, overgrown brush, or wash-outs create barriers to accessibility. Improve trail surfaces along segments of the Frame Lake Trail in the Bristol Pit area, and segments of the Tin Can Hill trails along the former roadways to increase accessible trail options available to residents.
Trailheads	See actions related to signs below.
Signs	Add trail access information to all existing trailhead signs. Where no signs exist (Tin Can Hill and Range Lake trails), design and install new trailhead signs that incorporate trail access information.
Lighting	No recommended actions.
Benches	Add benches along all trails that are located on firm level areas, and located to provide frequent rest stops, and accessible rest areas near steep slopes. Provide space for transfer and turning, and for users of mobility aids.

6 Implementation Plan

Costs and priorities will need to be considered by the City when developing a long term plan to complete the recommended barrier removal actions. Accessibility considerations should also be integrated into asset management plans, and become a part of routine maintenance practices.

6.1 Design Standards and Guidelines

A set of typical design features of accessible outdoor recreation facilities should be assembled to specify acceptable products, dimensions, and configurations. This will facilitate the preparation of workplans or bidding documents, and avoid duplication of effort. Standard details and guidance are available from various organizations and governments in jurisdictions where accessibility legislation is in place. Some adaptations may be required to suit Yellowknife conditions.

Example: Playground Equipment Selection Guideline

Directions to be provided to play equipment supplier when selecting play equipment:

1. Provide age range and number of children using playspace
2. Describe the vision for the proposed play space. Provide a Design Program which outlines the goals and objectives
3. Describe the site context – what is around the play area and how it will be used
4. Provide a budget for the equipment keeping in mind costs for landscaping and natural features
5. Follow CAN / CSA Z614-14, Annex H accessibility standards and section 6.17 Inclusive Play Spaces
6. Emphasize equipment should fit into site plan, not vice versa

Source: adapted from "Let's Play: Creating Accessible Playspaces: A Tool Kit for School-Based Groups", Rick Hansen Foundation

6.2 Budget Assumptions

Order of magnitude unit costs for typical actions were used to develop budget forecasts by site and element. This provides the flexibility to prepare budgets whether projects are established to complete comprehensive improvements to specific sites, sequential improvements to similar elements are made, or a combination of approaches are used.

A factor of at least 20% should be added to project budgets to allow for design, coordination, and construction contingencies.

Element	Costing Assumptions
Parking	\$1,400 per stall including the cost of a sign, pavement marking, and a curb cut.
Routes	\$100 per lineal meter
Entry/ Exit Points	\$500 -\$600 to modify gates or openings in fences or to provide a ramp at the threshold to a play space
Ground/Trail Surface	\$60/m ² assuming recommended surface to replace sand (options will need to be considered during design)
Play Structures	\$30,000 per component – considering that one or more component may be required at different sites.
Signs	\$1,500.00 average allowance, considering that sign content and style will vary by site
Lighting	No costs were considered
Benches	\$2,200 per bench including base and level area
Other	In some cases allowances were recommended for specific improvements

6.3 Preliminary Budget Forecast

It is estimated that a total budget of approximately \$2 million in present year dollars would need to be budgeted to implement all of the recommended barrier removal actions. Actual design and construction costs will depend in part on how work is undertaken, as there are opportunities for coordination, and work could be combined with other planned asset renewal projects. The following table provides a budget summary by facility type:

Facility Type	Budget
Playgrounds	\$1,042,500
Sports Courts	\$213,000
Sports Fields	\$195,000
Trails	\$206,400
<i>Contingency (20%)</i>	<i>\$331,380.0</i>
Total	\$1,988,280

Detailed budget forecasts for each site and element are provided in Appendix B.

Budgets for each site audited are summarized in the tables below:

PLAYGROUNDS		
ID	Playground Name	Budget
1	Somba K'e	\$74,600
2	Josephine Walcer	\$52,600
3	Otto Drive	\$52,800
4	School Draw	\$49,100
5	Doornbos	\$49,100
6	Moyle Drive	\$52,600
7	Stirling Tot Lot	\$51,900
8	Borealis Co-op	\$55,800
9	Parker Field	\$98,800
10	Magrum Crescent	\$43,300
11	Demelt Crescent	\$44,900
12	Forrest Drive	\$86,500
13	Lamoureux	\$54,100
14	McNiven	\$131,500
15	Olexin	\$43,200
16	Con Mine	\$53,600
17	Grace Lake North	\$48,100
	Subtotal	\$1,042,500

SPORTS FIELDS		
ID	Sports Field Name	Budget
1	Ecole St. Joseph	\$15,900
2	Sir John Franklin	\$17,100
3	Parker	\$20,700
4	Fritz Theil	\$68,400
5	Tommy Forrest	\$33,900
6	Latham Island	\$39,000
	Subtotal	\$195,000

SPORTS COURTS		
ID	Sports Court Name	Budget
1	McNiven	\$34,300
2	Somba K'e	\$60,700
3	Reservoir	\$5,900
4	School Draw	\$17,800
5	Forrest Drive	\$20,300
6	Latham Island	\$20,300
7	Fritz Theil	\$21,200
8	Somba K'e	\$22,400
9	Jeske Crescent	\$10,100
	Subtotal	\$213,000

TRAILS		
ID	Trail Name	Budget
1	Range Lake	\$14,800
2	Tin Can Hill	\$86,200
3	Frame Lake	\$17,600
4	Niven Lake	\$87,800
	Subtotal	\$206,400

6.4 Priority Considerations

Establishing priorities for actions that will create more inclusive recreation infrastructure throughout the City could consider different approaches to setting workplans:

- Comprehensive site improvements, with priority given to the most central facilities followed by those serving local neighbourhoods (with priority given to greatest service area)
- Sequential improvements to selected elements, with priority given to making routes and entry/exit points accessible, followed by the replacement of equipment and ground surfaces, parking, signs, and benches
- Sequential improvements to sites with priority given to those facilities reaching their expected service life or where work can be combined with other planned improvements

Other factors that should also be considered when determining priorities for capital spending will include:

- The relative demand for different facility types
- The availability of outside sources of funding
- Level of service expectations
- Coordination with other improvements being planned for the site or in the general vicinity

Additional considerations relevant to park, trail and playspace environments that may also need to be integrated when establishing priorities include a review of the following issues and how they relate to the specific environment and context:

- High use and / or high demand.
- Serve the widest possible range of visitors and abilities and have some existing level of accessibility.
- Offer representative recreational experiences (e.g., from urban to natural experience).
- Considerations for representational landscapes and environments (e.g., forest, marsh, meadow and other sustainability issues, etc.).
- Terrain conditions (e.g., easy and suitable terrain has greater priority).
- Landscape impact (e.g., low impact has higher priority).
- Geographic distribution (e.g., variety of neighborhoods and communities across the City).

[Source: Adapted from Legacies Now, 2008. Accessible Parks and Trails Assessment Report]

APPENDIX A: Detailed Site Audits

Site: 1. Sombe K'e Playground
 Audit Date: 10-Jul-17
 Auditor: Beth Cowan

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	The nearest designated accessible public parking stall is in front of City Hall which is more than 50 m away	Designate accessible parking stalls in the parking lot adjacent to the playground.	Add pavement markings, signs, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	yes	The playground can be reached a 2.5 m wide paved path at the NE boundary. It is also possible to access the playground from the SW over uneven grass and an overgrown gravel path. A short section of the path has a slope over 10%.	Extend the paved pathway at the NE boundary to the bench, and improve the surface through the park from the SW	grading and paving (or other durable path surface)	10	lm	\$ 100	\$1,000
Entry/ Exit Points		There is a level change between the grass playground area and the sand ground cover in the play space.	Provide a level transition from the route to the play space.	install curb ramps and level thresholds at the boundary of the play space	2	LS	\$ 500	\$1,000
Ground Surface (play space)	no	Sand retained by rubber border/edging.	Replace sand with an acceptable material (see Key Feature recommendations in Summary report)	remove sand and install new ground surfacing with retainer/edging	100	m ²	\$ 60	\$6,000
Play Structures	no	No ground level component included in the play structure. All above ground components are reached by steps, ladders or other climbing challenges.	Expand existing playground area and add accessible ground level and above ground components, OR replace existing play structures. Consider addition of more sensory components (sound, textures).	New play structure components including ramps or transfer systems	2	each	\$ 30,000	\$60,000
Signs	no	There are no signs identifying the playground or providing accessibility information.	Install sign to describe restrictions and features of the play area.	design and install new sign(s)	2	each	\$ 1,500	\$3,000
Lighting	no	There are no lights on the playground. There is pathway lighting through Somba k'e park .	Consider playgrounds are not intended for use after dark.	No action				\$0
Benches	no	2 benches are adjacent to playground. Not easily accessible over the uneven grass and gravel surface. Benches do not have arm-rests.	There should be at least one bench in the area with a back and arm-rests. See also notes above about routes and benches.	Install a new bench, or replace one of the existing benches, on firm level ground area	1	each	\$ 2,200	\$2,200

Site Budget Total \$74,600



red lines/arrows indicate main routes and access points



bench between trail and play space accessed over rough ground



Site: 2. Josephine Walcer Playground
 Audit Date: 10-Jul-17
 Auditor: Beth Cowan

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	There are no designated accessible parking stalls identified close to park entrances near playground.	Designate accessible parking spaces as close to playground as possible on Stout Road.	Add pavement markings, signs, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	no	All pedestrian routes are along gravel paths and roads. Route from Fritz Field is 1.5 m wide gravel with wood edging that is overgrown, and uneven..	Improve the path surface from Fritz Theil parking area and Stout Road parking area to the play area.	grading and paving (or other durable path surface)	100	lm	\$ 100	\$10,000
Entry/ Exit Points	no	There are three entry/exit points into the fenced park area where the playspace is located. One entrance is gated with 2.5 m clearance, and the other two access points only provide 1.5 m clearance. The ground surface at the access points is uneven and overgrown.	Modify gates to provide adequate clearances and provide level transitions from the routes to the play space.	Gate and fence opening modifications, and install curb ramps and level thresholds at the boundary of the play space (at high end of slope)	2	LS	\$ 750	\$1,500
Ground Surface (play space)	no	Sand surrounded by wooden retaining wall and borders.	replace at least a portion of the ground surface and retaining structure with rubber mats or other acceptable surface (see Key Feature recommendations in summary report)	remove sand and install new ground surfacing with retainer/edging	100	m ²	\$ 60	\$6,000
Play Structures	no	No ground level component to the structures. All above ground components are accessed by steps, ladders or climbing challenges.	Expand existing playground area and add accessible ground level and above ground components, OR replace existing play structures. Consider addition of more sensory components (sound, textures).	New play structure components including ramps or transfer systems	1	each	\$ 30,000	\$30,000
Signs	yes	Playground sign, and basic regulatory signs (i.e. dog not allowed).	Install sign to describe restrictions and features of the play area.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	yes	There is one overhead light on the playground.	Consider playgrounds are not intended for use after dark.	No action				\$0
Benches	yes	2 benches and one picnic table.	There should be at least one bench in the area with a back and arm-rests. See also notes above about routes and benches.	Install a new bench, or replace one of the existing benches, on firm level ground area	1	each	\$ 2,200	\$2,200

Site Budget Total \$52,600



red lines/arrows indicate main routes and access points



rough trail and sand ground surface retained by timbers create barriers

Site: 3. Otto Drive Playground
 Audit Date: 11-Jul-17
 Auditor: Beth Cowan

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	On-street parking is available. No designated accessible parking spaces.	Designate an accessible parking space	Add pavement markings, signs, and curb cuts/ramp coordinated with work at adjacent Otto Drive playground and Latham Island sports field (could be shared).	1	each	\$ 1,400	\$1,400
Routes	yes	Sidewalk along Hearne Hill Road and Otto Drive lead to gated park entrances. There are no formal pathways in the park space.	Review park layout and provide formal paths from designated parking area to playspace (see also sports field, and sports court located at this park). Routes should also extend to benches and picnic tables.	grading and paving (or other durable path surface) coordinated with work at Latham Island sports court	20	lm	\$ 100	\$2,000
Entry/ Exit Points	no	A fence opening provides pedestrian access with minimal (0.7 m) clearance. No level transition from route to play space.	Modify gates to provide adequate clearances and provide level transitions from the routes to the play space.	Gate and fence opening modifications and install curb ramps and level thresholds at the border of the play space	2	LS	\$ 750	\$1,500
Ground Surface (play space)	no	Sand surrounded by wooden borders/edging.	Replace sand with an acceptable material (see Key Feature recommendations in Summary report)	remove sand and install new ground surfacing with retainer/edging	200	m ²	\$ 60	\$12,000
Play Structures	no	No ground level component to the structures. All above ground components are accessed by steps, ladders or climbing challenges.	replace some existing play structure components. Consider addition of more sensory components (sound, textures).	New ground level components including ramps or transfer systems	1	each	\$ 30,000	\$30,000
Signs	yes	Park sign at the entry point, and basic regulatory signs (i.e. dog not allowed).	Install sign to describe restrictions and features of the play area.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	yes	One overhead light at the entrance gate. No lights on the playground. Street lights on Hearne Hill Rd.	Consider playgrounds are not intended for use after dark.	No action	0			\$0
Benches	yes	2 benches and 2 picnic tables on the grass.	There should be at least one bench in the area with a back and arm-rests. Picnic tables should allow for wheelchair users. See also notes above about routes to benches and tables.	Install a new bench, and replace an existing picnic table on firm level ground area	2	each	\$ 2,200	\$4,400

Site Budget Total \$52,800



red lines/arrows indicate main routes and access points

Site: 4. School Draw Playground
 Audit Date: 10-Jul-17
 Auditor: Beth Cowan

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	On-street parking. No designated accessible parking spaces.	Create an on-street accessible parking space near curb ramp to the basketball court.	Add pavement markings, sign, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	yes	Road approach only (sidewalk is on opposite side of street). No formal path between the play space and either of two entrance points (one through a basketball court). All uneven grass with sand.	A durable surface is needed to provide a path from School Draw, and the side street to the play area. The route should also provide access to the bench.	grading and paving (or other durable path surface) coordinated with School Draw sports court.	20	lm	\$ 100	\$2,000
Entry/ Exit Points	no	0.9 m gated entrances from the street curb, and no level transition from the route to the play space.	Modify gates to provide adequate clearances and provide level transitions from the routes to the play space.	Gate and fence opening modifications and install curb ramp and level threshold at the boundary of the play space		LS		\$0
Ground Surface (play space)	no	Sand surrounded by wooden borders/edging.	Replace sand with an acceptable material (see Key Feature recommendations in Summary report)	remove sand and install new ground surfacing with retainer/edging	200	m ²	\$ 60	\$12,000
Play Structures	no	No ground level component to the structures. All above ground components are accessed by steps, ladders or climbing challenges.	Replace existing play structures. Consider addition of more sensory components (sound, textures).	New play structure components including ramps or transfer systems	1	each	\$ 30,000	\$30,000
Signs	no	Basic regulatory signs are in place (i.e.no dogs allowed). Park Sign.	Install sign to describe restrictions and features of the play area.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	yes	One overhead light over the bench. One overhead street light above the entrance gate.	Consider playgrounds are not intended for use after dark.	No action				\$0
Benches	yes	One bench with a back rest but no arm rests is in the southeast corner of the playground. On a paved pad.	There should be at least one bench in the area with a back and arm-rests. See also notes above about routes and benches.	Install a new bench, or replace one of the existing benches on firm level ground area	1	each	\$ 2,200	\$2,200

Site Budget Total \$49,100



View to play area from SE entrance



Gate at NE entrance

red lines/arrows indicate main routes and access points

Site: 5. Doornbos Playground
 Audit Date: 6-Jul-17
 Auditor: Beth Cowan

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	On-street parking. No designated accessible parking space. No curb ramps from street to sidewalk other than in neighbours driveways.	Install an accessible on-street parking space at the entrance to the park. Install curb ramp and signage.	Add pavement markings, sign, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	yes	Park can be reached by sidewalk. Secondary access route is a gravel alley to the northeast. no pathway through the playground to the play area	Pave an internal pathway from the entry to the playground connecting the benches	grading and paving (or other durable path surface)	10	lm	\$ 100	\$1,000
Entry/ Exit Points	no	2 offset gated entry/exit points with 0.7 m clearance. No level transition from route to play space.	Modify gates to provide adequate clearances and provide level transitions from the routes to the play space.	Gate opening modifications and install curb ramp and level threshold at the boundary of the play space	2	LS	\$ 500	\$1,000
Ground Surface (play space)	no	Sand retained by rubber border/edging.	Replace sand with an acceptable material (see Key Feature recommendations in Summary report)	remove sand and install new ground surfacing with retainer/edging	200	m ²	\$ 60	\$12,000
Play Structures	no	No ground level component to the structures. All above ground components are accessed by steps, ladders or climbing challenges.	Replace the equipment with a playground set with ground level and above ground level components accessible.	New play structure components including ramps or transfer systems	1	each	\$ 30,000	\$30,000
Signs	yes	A park identification and historic marker sign is installed. Basic signs for dog restrictions, sponsorship and maintenance.	Install sign to describe restrictions and features of the play area.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	yes	One overhead light to the north of the playground. Would not provide lighting to the playground.	Consider playgrounds are not intended for use after dark.	No action				\$0
Benches	no	No benches.	There should be at least one bench in the area with a back and arm-rests. See also notes above about routes and benches.	Install a new bench, or replace one of the existing benches, on firm level ground area	1	each	\$ 2,200	\$2,200

Site Budget Total \$49,100



red lines/arrows indicate main routes and access points



access is difficult across rough ground



no play equipment is accessible

Site: 6. Moyle Drive Playground
 Audit Date: 11-Jul-17
 Auditor: Beth Cowan

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	On-street parking to the west and south. No designated accessible parking spaces.	Create and designate accessible parking spaces next to the community garden and at the west park entrance.	Add pavement markings, sign, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	yes	The park can be reached by sidewalk from the lower road and there is a route equipped with bollard lighting that leads to the play space. Reaching the park from the upper street sidewalk requires going down a steep gravel embankment with a 30% slope. Routes do not include bench areas.	Extend the existing pathway to the upper sidewalk, and to the bench areas.	grading and paving (or other durable path surface)	80	lm	\$ 100	\$8,000
Entry/ Exit Points	no	No level transition from route to play space.	Provide level transitions from the routes to the play space.	Install curb ramps and level thresholds at the boundary of the play space	1	LS	\$ 500	\$500
Ground Surface (play space)	no	Sand retained by concrete curbs	Replace sand with an acceptable material (see Key Feature recommendations in Summary report)	remove sand and install new ground surfacing	150	m ²	\$ 60	\$9,000
Play Structures	no	No ground level component to the structures. All above ground components are accessed by steps, ladders or climbing challenges.	Replace the equipment with a playground set with ground level and above ground level components accessible.	New play structure components including ramps or transfer systems	1	each	\$ 30,000	\$30,000
Signs	yes	Basic regulatory signs are in place (i.e.no dogs allowed).	Install sign to identify the playground, and to describe restrictions and features of the play area.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	yes	3 overhead lights for the playground. Pathway lighting along the gravel path from the community garden.	Consider playgrounds are not intended for use after dark.	no action				\$0
Benches	yes	Three benches on uneven grass and gravel. Not accessible.	There should be at least one bench in the area with a back and arm-rests. See also notes above about routes and benches.	Install a new bench, or replace one of the existing benches, on firm level ground area	1	each	\$ 2,200	\$2,200

Site Budget Total \$52,600



red lines/arrows indicate main routes and access points



playground equipment is not accessible



route to playground from Moyle Drive

Site: 7. Stirling Tot Lot Playground
 Audit Date: 11-Jul-17
 Auditor: Beth Cowan

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	There are no designated accessible parking stalls identified close to park entrances.	Designate an accessible on-street parking space as close to playground as possible.	Add pavement markings, sign, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	yes	The park can be approached from two streets along uneven ground, and there are stairs on one route.	Extend a pathway to the play space boundary and benches with suitable surface, and replace stairs with a ramp.	grading and paving (or other durable path surface)	60	lm	\$ 100	\$6,000
Entry/ Exit Points	no	no level transition from the route to the play space	provide level transitions from the routes to the play space.	Install curb ramp and threshold at the boundary of the play space	2	LS	\$ 500	\$1,000
Ground Surface (play space)	no	Sand retained by concrete curb	Replace sand with an acceptable material (see Key Feature recommendations in Summary report)	remove sand and install new ground surfacing	200	m ²	\$ 60	\$12,000
Play Structures	no	No ground level components. All above ground components are accessed by steps, ladders or climbing challenges.	add ground level play structure components. Consider addition of more sensory components (sound, textures).	New ground level components including ramps or transfer systems	1	each	\$ 30,000	\$30,000
Signs	no	No signs.	Install sign to identify the playground, and to describe restrictions and features of the play area.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	yes	4 overhead lights near the entrance and two playground structures.	Consider playgrounds are not intended for use after dark.	No action				\$0
Benches	yes	4 benches on concrete pads around the playground structure all with backs and armrests	none	no work required	0	each	\$ 2,200	\$0

Site Budget Total \$51,900



red lines/arrows indicate main routes and access points



play area border creates access challenge



route to play area is not accessible

Site: 8. Borealis Co-operative Playground
 Audit Date: 11-Jul-17
 Auditor: Beth Cowan

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	On-street parking. No designated accessible parking.	Designate an accessible on-street parking space as close to playground as possible.	Add pavement markings, signs, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	yes	Street access and pedestrian path along the street are accessible. the park is made up of sand and bedrock.	provide an accessible internal pathway through the park.	grading and paving (or other durable path surface)	50	lm	\$ 100	\$5,000
Entry/ Exit Points	no	4 gated entry/exit points. Main entrance is 2.5 m with a curb. Two entrances are offset gates that restrict the entrance to 520 mm clearance, one offset gate has a clearance of 1.82 m	Install curb ramp at street, modify gates to provide adequate clearances, and provide level transitions from the routes to the play space.	Gate opening modifications and install curb ramps and thresholds at the boundaries of the play spaces	3	LS	\$ 500	\$1,500
Ground Surface (play space)	no	Sand retained by rubber border/edging.	Replace sand with an acceptable material (see Key Feature recommendations in Summary report)	remove sand and install new ground surfacing with retainer/edging	200	m ²	\$ 60	\$12,000
Play Structures	no	No ground level component to the structures. All above ground components are accessed by steps, ladders or climbing challenges.	Replace the equipment with a playground set with ground level and above ground level components accessible.	New play structure components including ramps or transfer systems	1	each	\$ 30,000	\$30,000
Signs	no	No signs.	Install sign to identify the playground, and to describe restrictions and features of the play area.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	no	No overhead lights in the playground.	Consider playgrounds are not intended for use after dark.	No action				\$0
Benches	no	No benches.	There should be at least one bench in the area with a back and arm-rests. See also notes above about routes and benches.	Install new benches on firm level ground areas	2	each	\$ 2,200	\$4,400

Site Budget Total \$55,800



red lines/arrows indicate main routes and access points



play structures are not accessible
retained sand limits accessibility



entrance gate impedes access

Site: 9. Parker Playground
 Audit Date: 12-Jul-17
 Auditor: Aidan Kennedy

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	There is public parking in the flat graded lot, but it is 50-60m away from the site. There is no accessible designated parking.	Designate an accessible parking stall near at least one entry/exit point. Connect the access aisle to an accessible route.	Add pavement markings, signs, and curb cut/ramp (see also parking identified for sports fields at Parker Park).	1	each	\$ 1,400	\$1,400
Routes	no	A 2.5 m wide gravel pathway with wood retainers leads to the play area boundary. Pathway is narrowed to 1.3m with a slope <10%.	Improve surface of internal routes/paths through the park	grading and paving (or other durable path surface)	100	lm	\$ 100	\$10,000
Entry/ Exit Points	no	The rubber and wood playground surrounds make entry to the playspace difficult. Once the pathway meets the play areas from both the parking lot access route and street access route, it is blocked by rubber surrounds and wood edging.	provide level transitions from the routes to the play space.	install curb ramps and thresholds at the boundaries of the play spaces	4	LS	\$ 500	\$2,000
Ground Surface (play space)	no	Sand retained by rubber and wood border/edging.	Replace sand in one of the two play areas with an acceptable material (see Key Feature recommendations in Summary report)	remove sand and install new ground surfacing with retainer/edging	300	m ²	\$ 60	\$18,000
Play Structures	no	There are two distinct areas of play structures, and several groups of play structures. No ground level component to the structures. All above ground components are accessed by steps, ladders or climbing challenges.	Expand playground area and add accessible ground level and above ground components, or replace existing play structures. Consider addition of more sensory components (sound, textures).	Replace older playground structure components and add accessible components including ramps or transfer systems.	2	each	\$ 30,000	\$60,000
Signs	no	Basic regulatory signs are in place (i.e.no dogs allowed).	Install signs to identify the playground, and to describe restrictions and features of the play area.	design and install new sign(s)	2	each	\$ 1,500	\$3,000
Lighting	no	No lighting.	Consider playgrounds are not intended for use after dark.	no action				\$0
Benches	yes	Three benches surrounding the playground area. Benches sit on uneven surfaces. There are two benches on the pathway from the parking area to the playground that are more accessible. However, poor view of the playground is offered.	There should be at least one bench in the area with a back and arm-rests. See also notes above about routes and benches.	Install a new bench, and replace one of the existing benches, on firm level ground areas	2	each	\$ 2,200	\$4,400

Site Budget Total \$98,800



red lines/arrows indicate main routes and access points



variety of play structures
no accessible elements



access routes create barriers

Site: 10. Magrum Crescent Playground
 Audit Date: 11-Jul-17
 Auditor: Aidan Kennedy

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	There is on street parking less than 2m from the site. There are no designated accessible parking stalls.	Designate an accessible parking stall near at least one entry/exit point. Connect the access aisle to an accessible route.	Add pavement markings, signs, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	yes	Less than 10% grade. Path is retained by wood edging that is 9cm in height in some areas.	Improve internal route surfacing	grading and paving (or other durable path surface)	10	lm	\$ 100	\$1,000
Entry/ Exit Points	no	The main gated entry to the playground area is very narrow (only 650 mm clearance). A second fence opening the rear of the site unkept. No level transition to playspace from surrounding ground or routes.	Modify gates to provide adequate clearances and provide level transitions from the routes to the play space.	Gate opening modifications and install curb ramps and thresholds at the boundary of the play space	2	LS	\$ 600	\$1,200
Ground Surface (play space)	no	Sand surrounded by wood borders/edging.	Replace sand under play structures with an acceptable material (see Key Feature recommendations in Summary report)	remove sand and install new ground surfacing with retainer/edging	100	m ²	\$ 60	\$6,000
Play Structures	no	No ground level component to the structures. All above ground components are accessed by steps, ladders or climbing challenges.	Replace the equipment with a playground set with ground level and above ground level components accessible.	New play structure components including ramps or transfer systems	1	each	\$ 30,000	\$30,000
Signs	no	Basic regulatory signs are in place (i.e.no dogs allowed).	Install sign to identify the playground, and to describe restrictions and features of the play area.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	no	There is one street light fixture across the street from the main entry to the park.	Consider playgrounds are not intended for use after dark.	no action				\$0
Benches	yes	There are two benches without back or arm rests. There is one picnic table.	There should be at least one bench in the area with a back and arm-rests. See also notes above about routes and benches.	Install a new bench, or replace one of the existing benches, on firm level ground area	1	each	\$ 2,200	\$2,200

Site Budget Total \$43,300



red lines/arrows indicate main routes and access points

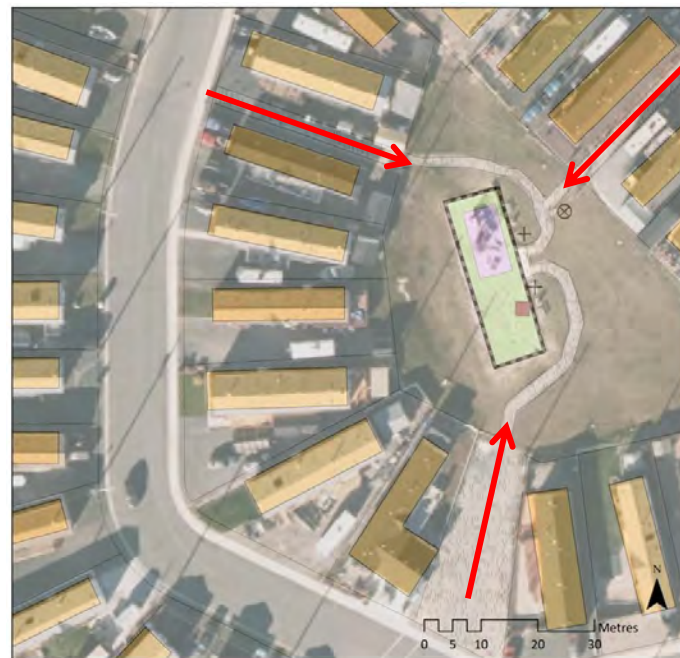


gate opening is less than recommended width and path is overgrown

Site: 11. Demelt Playground
 Audit Date: 11-Jul-17
 Auditor: Aidan Kennedy

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	There is on-street parking less than 30m from the playground, but no designated accessible parking stall.	Designate accessible parking spaces as close to playground as possible, or consider providing a paved accessible stall at the south entrance on Demelt.	Add pavement markings, signs, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	yes	Two separate routes lead to the playground from Demelt Crescent , and a third from the adjacent cul de sac. All routes are 1.8m wide with slopes less than 10% grade and compacted gravel surfaces.	Provide a paved route along one of the access routes from Demelt (south route recommended), and maintain grounds to reduce foliage that can block the routes.	grading and paving (or other durable path surface)	85	lm	\$ 100	\$8,500
Entry/ Exit Points	yes	A power pole is installed in the centre of the path at one of the entrances to the route to the playground. Wood borders/edging create a barrier. Recreational vehicles were observed parked in the lot (south access point on Demelt)providing access to the park. No level transition from routes to play space provided.	Enforce no parking at entrance to routes to playground. Provide level transitions from the routes to the play space.	Install curb ramp and theshold at the boundary of the play space	1	LS	\$ 500	\$500
Ground Surface (play space)	no	Sand surrounded by wood borders/edging.	Replace sand under play structures with an acceptable material (see Key Feature recommendations in Summary report)	remove sand and install new ground surfacing with retainer/edging	50	m ²	\$ 60	\$3,000
Play Structures	no	No ground level component to the structures. All above ground components are accessed by steps, ladders or climbing challenges.	Replace the equipment with a playground set with ground level and above ground level components accessible.	New play structure components including ramps or transfer systems	1	each	\$ 30,000	\$30,000
Signs	no	No signage.	Install sign to identify the playground, and to describe restrictions and features of the play area.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	yes	2 street lights. One on each of the two smaller entry pathways.	Consider playgrounds are not intended for use after dark.	No action				\$0
Benches	yes	There are two benches but they do not have arm rests	There should be at least one bench in the area with a back and arm-rests. See also notes above about routes and benches.	Install a new bench, or replace one of the existing benches, on firm level ground area		each	\$ 2,200	\$0

Site Budget Total \$44,900



red lines/arrows indicate main routes and access points



above: path to play space is blocked by electrical pole

left: play structures are not accessible

Site: 12. Forrest Drive Playground
 Audit Date: 7-Jul-17
 Auditor: Aidan Kennedy

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	On street parking is located less than 5m to the playground area but no designated accessible stall.	Designate an accessible stall on the interior of the circular drive to allow for easier loading and unloading.	Add pavement markings, signs, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	yes	Routes leading from the entries to the play space boundary are roughly 1.5m wide. Surfacing is sand or grass and gravel mix. Slope is less than 10%.	Improve route surfacing from entry to playground to boundaries of play spaces	grading and paving (or other durable path surface) coordinated with work at Forrest Drive sport court.	60	lm	\$ 100	\$6,000
Entry/ Exit Points	no	There are multiple entrances to the playground area (a basketball court is also located at this site). One entrance to the playground area is aligned with a sidewalk crossing. Gate openings have inadequate clearance (post installed to block vehicles). Ground is very uneven near some of the entry / exit points.	Modify gates to provide adequate clearances, grade and consider paving entries.	Gate opening modifications surface and grading coordinated with work at Forrest Drive sports court	2	LS	\$ 600	\$1,200
Ground Surface (play space)	no	Mixture of packed sand, gravel and grass. Often very uneven.	Replace sand with an acceptable material (see Key Feature recommendations in Summary report)	install new ground surfacing and retaining borders	200	m ²	\$ 60	\$12,000
Play Structures	no	No ground level component to the structures. All above ground components are accessed by steps, ladders or climbing challenges.	Replace one existing play structure. Consider addition of more sensory components (sound, textures).	New play structure components including ramps or transfer systems	2	each	\$ 30,000	\$60,000
Signs	no	Basic regulatory signs are in place (i.e.no dogs allowed).	Install sign to identify the playground, and to describe restrictions and features of the play area.	design and install new sign(s) coordinated wit Forrest Drive sports court.	1	each	\$ 1,500	\$1,500
Lighting	yes	2 street light fixture on the interior of the park. 1 is near the basketball court, and the other near the uneven greenspace on the far side of the site.	Consider playgrounds are not intended for use after dark.	No action				\$0
Benches	yes	5 benches and 1 picnic table. Benches located on concrete pads and two are near accessible routes	There should be at least two benches in the area with a back and arm-rests. See also notes above about routes and benches.	Install new benches, or replace two existing benches, on firm level ground area	2	each	\$ 2,200	\$4,400

Site Budget Total \$86,500



red lines/arrows indicate main routes and access points



sand is not a recommended ground surface for accessibility



sandy routes create barriers to accessibility

Site: 13. Lamoureux Playground
 Audit Date: 11-Jul-17
 Auditor: Aidan Kennedy

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	There is on street parking located less than 30m from the playground site on Lamoureux Drive, but no designated accessible parking stalls.	Designate an accessible parking space as close to playground as possible.	Add pavement markings, signs, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	no	The pathway leading from the street to the playground boundary is 1.2m wide with a slope less than 10% . The surface is gravel and grass, and vegetation from neighbouring houses is encroaching on the path in some places. There was a temporary pipe with gravel cover creating an obstacle at the time of audit.	Re-surface the pathway. Trim vegetationp encroaching on pathway (seasonal routine maintenance).	grading and paving (or other durable path surface)	60	lm	\$ 100	\$6,000
Entry/ Exit Points	no	There is no curb cut at the street entry to the route to the playground, and no level transition from the route to the play space.	Provide curb cut at street, and level transition from the route to the play space.	Add curb cut at street, and install curb ramp and theshold at the boundary of the play space	2	LS	\$ 500	\$1,000
Ground Surface (play space)	no	Sand surrounded by rubber borders/edging.	Replace sand with an acceptable material (see Key Feature recommendations in Summary report)	remove sand and install new ground surfacing with retainer/edging	200	m ²	\$ 60	\$12,000
Play Structures	no	No ground level component to the structures. All above ground components are accessed by steps, ladders or climbing challenges.	Replace the equipment with a playground set with ground level and above ground level components accessible.	New play structure components including ramps or transfer systems	1	each	\$ 30,000	\$30,000
Signs	no	Basic regulatory signs are in place (i.e.no dogs allowed).	Install sign to identify the playground, and to describe restrictions and features of the play area.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	no	None	Consider playgrounds are not intended for use after dark.	No action				\$0
Benches	yes	1 bench and 1 picnic table	There should be at least one bench in the area with a back and arm-rests. See also notes above about routes and benches.	Install a new bench, or replace one of the existing benches, on firm level ground area	1	each	\$ 2,200	\$2,200

Site Budget Total \$54,100



red lines/arrows indicate main routes and access points



play equipment is not accessible



temporary barrier created across access route due to construction

Site: 14. McNiven Playground
 Audit Date: 7-Jul-17
 Auditor: Aidan Kennedy

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	There is a parking lot located less than 30m from the playground area at the Yellowknife Arena/Ruth Inch Pool site, but there are no designated accessible parking stall close to the playground.	Provide accessible parking spots with proper signage and marking as close to the playground area as possible. This would also provide accessible parking for the Tennis courts.	Add pavement markings, signs, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	no	The playground area and play spaces can be reached from the Frame Lake Trail. Informal routes across sandy slopes lead to playspaces.	Install a formal path to connect the Frame Lake trail and the parking area at the Yellowknife Arena/Ruth Inch Pool site with the play spaces.	grading and paving (or other durable path surface)	150	lm	\$ 100	\$15,000
Entry/ Exit Points	no	There are no level transitions from routes to play space ground surfaces.	provide level transitions from the routes to the play space.	install curb ramps and thesholds at the boundaries of the play spaces	2	LS	\$ 600	\$1,200
Ground Surface (play space)	no	Soft sand with rubber retainer/edging around the more modern play areas, and wood curbs at older play area.	Replace sand with an acceptable material at each of the two play areas (see Key Feature recommendations in Summary report)	install new ground surfacing over natural sand base with retainer/edging	300	m ²	\$ 60	\$18,000
Play Structures	no	No ground level component are included in the play structures. All above ground components are accessed by steps, ladders or climbing challenges.	Replace existing play structures with accessible ground level and above ground components. Consider addition of more sensory components (sound, textures).	New play structure components including ramps or transfer systems	3	each	\$ 30,000	\$90,000
Signs	no	Basic regulatory signs are in place (i.e.no dogs allowed).	Install sign to identify the playground, and to describe restrictions and features of the play area.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	no	Closest ligthing is 1 street light on the Frame Lake Trail.	Consider playgrounds are not intended for use after dark.	No action				\$0
Benches	no	There is 1 bench near the modern playground area.	Benches in the area should have backs and arm-rests. See also notes above about routes and benches.	Install new benches on firm level ground area	2	each	\$ 2,200	\$4,400

Site Budget Total \$131,500



red lines/arrows indicate main routes and access points



no level threshold over plastic sand retaining border



older play equipment and sand ground surface create barriers to accessibility

Site: 15. Olexin Playground
 Audit Date: 7-Jul-17
 Auditor: Aidan Kennedy

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	yes	There is on street parking located less than 10m from the playground site. There are four designated accessible parking spaces.	none	none		each	\$ 1,400	\$0
Routes	no	The route to the play space from the public roadway includes a small bridge with steps going over a water retention ditch. An alternate route goes through an outdoor exercise equipment area where the ground surface is shredded rubber.	Modify route to provide continuous level surface to edge of play space from the sidewalk.	grading and paving (or other durable path surface) and replace bridge structure	30	lm	\$ 100	\$3,000
Entry/ Exit Points	no	There is a curb ramp in the sidewalk close to one of the entry points to the play ground. There is no fencing around the playground but there is a fence around the adjacent playing field with an opening that can be used to access the play spaces. No level transition from route to play space.	Provide level transitions from the routes to the play space.	add curb ramp and threshold at boundary of place spac	1	LS	\$ 500	\$500
Ground Surface (play space)	no	Sand. Uneven in some places.	Replace sand with an acceptable material (see Key Feature recommendations in Summary report)	remove sand and install new ground surfacing with retainer/edging	100	m ²	\$ 60	\$6,000
Play Structures	no	No ground level component to the structures. All above ground components are accessed by steps, ladders or climbing challenges. Exercise equipment does not appear to be accesible either.	Replace the equipment with a playground set with ground level and above ground level components accessible.	New play structure components including ramps or transfer systems	1	each	\$ 30,000	\$30,000
Signs	no	No signage	Install sign to identify the playground, and to describe restrictions and features of the play area.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	no	All lighting is street lighting.	Consider playgrounds are not intended for use after dark.	No action				\$0
Benches	no	There is a picnic table situated at a distance from the play structures, but no bench immediately adjacent.	There should be at least one bench in the area with a back and arm-rests. See also notes above about routes and benches.	Install a new bench on a firm level ground area	1	each	\$ 2,200	\$2,200

Site Budget Total \$43,200



red lines/arrows indicate main routes and access points



all above ground play equipment is not accessible



barriers along route to playground include a small bridge and sandy surface

Site: 16. Con Mine Playground
 Audit Date: 11-Jul-17
 Auditor: Aidan Kennedy

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	There is on street parking located less than 5m away from the playground, but no designated accessible parking stall.	Designate an accessible parking space adjacent to the playground.	Add pavement markings, signs, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	no	Two routes to the playground are provided from residential streets (no sidewalks). Ground surface is rough, with weeds growing up through gravel.	Improve route surfacing from entry to playground to boundaries of play spaces	grading and paving (or other durable path surface)	80	lm	\$ 100	\$8,000
Entry/ Exit Points	no	Playground is fenced and has very narrow entry points through fence openings - clearance of 900 mm but requires a tight turn. The dirt surface is uneven. No level transition from routes to play space.	Modify gates to provide adequate clearances and provide level transitions from the routes to the play space.	Gate opening modifications and install curb ramps and thresholds at the boundary of the play space		LS	\$ 600	\$0
Ground Surface (play space)	no	Sand surrounded by rubber borders/edging.	Replace sand with an acceptable material (see Key Feature recommendations in Summary report)	remove sand and install new ground surfacing with retainer/edging	175	m ²	\$ 60	\$10,500
Play Structures	no	No ground level component to the structures. All above ground components are accessed by steps, ladders or climbing challenges.	Replace the equipment with a playground set with ground level and above ground level components accessible.	New play structure components including ramps or transfer systems	1	each	\$ 30,000	\$30,000
Signs	no	No signs	Install sign to identify the playground, and to describe restrictions and features of the play area.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	no	None .	Consider playgrounds are not intended for use after dark.	No action				\$0
Benches	no	There are no benches.	There should be at least one bench in the area with a back and arm-rests. See also notes above about routes and benches.	Install a new bench on firm level ground area	1	each	\$ 2,200	\$2,200



red lines/arrows indicate main routes and access points



all above ground play equipment is not accessible



gate opening requires a tight turn, and path is overgrown

te Budget Total \$53,600

Site: 17. Grace Lake North Playground
 Audit Date: 11-Jul-17
 Auditor: Aidan Kennedy

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	On street parking located less than 2m away from the playground, but no designated accessible parking stall.	Provide at least two accessible parking spaces as close to the park as possible.	Add pavement markings, signs, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	no	Relatively wide (greater than 1.5 m) level gravel surface across playground (slope less tha 10%) connects play area with roadway. Wood curb/retainer separates route from adjacent playground area.	Grade routes or provide level transitions to adjacent playground area.	grading and possibly some resurfacing	20	lm	\$ 100	\$2,000
Entry/ Exit Points	no	The playground is not fenced. There is no level transition from the route to the play area.	Provide curb cut at street, and level transition from the route to the play space.	Install curb ramp and threshold at the boundary of the play space	1	LS	\$ 500	\$500
Ground Surface (play space)	no	Sand surrounded by rubber and wood borders/edging.	Replace sand with an acceptable material (see Key Feature recommendations in Summary report)	remove sand and install new ground surfacing with retainer/edging	175	m ²	\$ 60	\$10,500
Play Structures	no	No ground level component to the structures. All above ground components are accessed by steps, ladders or climbing challenges.	Replace the equipment with a playground set with ground level and above ground level components accessible.	New play structure components including ramps or transfer systems	1	each	\$ 30,000	\$30,000
Signs	no	No signs.	Install sign to identify the playground, and to describe restrictions and features of the play area.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	no	None.	Consider playgrounds are not intended for use after dark.	No action				\$0
Benches	no	Picnic table.	There should be at least one bench in the area with a back and arm-rests. See also notes above about routes and benches.	Install a new bench on firm level ground area	1	each	\$ 2,200	\$2,200

Site Budget Total \$48,100



play structures are not accessible



level change with no ramp threshold over rubber retaining edges



red lines/arrows indicate main routes and access points

Site: 1. McNiven Tennis Courts
 Audit Date: 7-Jul-17
 Auditor: Aidan Kennedy

Elements	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	Adjacent parking lot (at Yellowknife Community Arena/Ruth Inch Pool site) is less than 30m away from the facility. There are no designated accessible parking stalls.	Designate an accessible parking stall near one entry/exit point. Connect the access aisle to an accessible route.	Add pavement markings, signs, and curb cut/ramp (see also parking identified for McNiven playground).	1	each	\$ 1,400	\$1,400
Routes	no	There are three routes leading to the tennis court entrances. Stairs lead to a clubhouse and outdoor seating area. One route is a direct connection to the tennis courts from the parking lot. The second route is a soft sand pathway, with a marked level change when it meets the parking area. The third route connects the courts to the sidewalk along 50th Ave via a narrow path (less than 1.5 m wide) that is partially paved, with steep transition from sidewalk to path.	The stairs to the clubhouse deck should be replaced with a ramp. Improvements to the third route are not recommended.	grading and surfacing coordinated with work to improve routes to McNiven playground, and replace existing stairs with a ramp	70	lm	\$ 100	\$7,000
Entry / Exit Points	no	There are two entry and exit points. One is kept locked, and the one closest to the club house was open at the time of the audit.				LS		\$0
Design /Ground Surface	yes	Tennis court surface was flat, in good condition without any cracks or damage to the surface.	none	none		m ²	\$ 60	\$0
Amenities / Equipment	no	There is a small clubhouse with an outdoor seating area, that can only be reached by stairs. The tennis nets are not easily adjustable.	Provide adjustable nets to allow for more inclusive sport activities at this central location. See above (routes) for recommendations related to clubhouse access.	replace nets	2	each	\$ 10,000	\$20,000
Signs	no	No signs identifying the court or accessible features provided.	Install sign to identify the court, and to describe accessible features and any restrictions.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting		Street lights on Franklin Ave, but do not face the Tennis court area.	Consider that tennis is typically played when natural light is adequate in summer months. Consider adding lighting if it could extend the seasonal hours of use.	none	0	each		\$0
Benches	no	There are 6 benches inside the tennis courts.	Provide benches with backs and arm-rests inside the tennis court to provide rest areas at each side of the courts.	remove existing and install new benches	2	each	\$ 2,200	\$4,400

Site Budget Total \$34,300

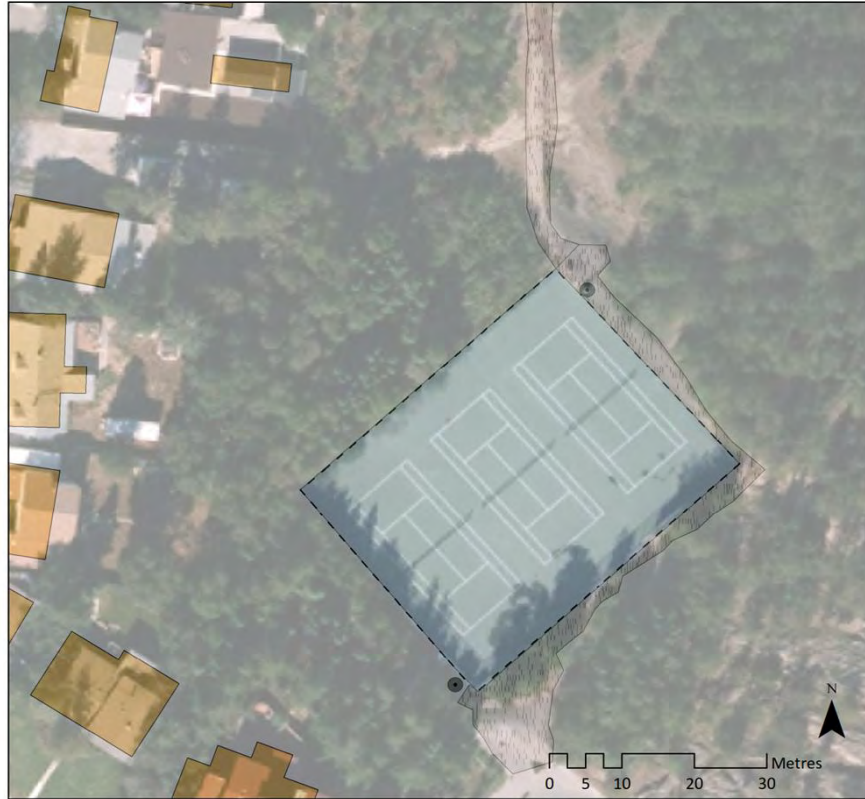


route to clubhouse and adjacent playground
 clubhouse is accessible only by stairs

Site: 2. Sombe K'e Tennis Courts
 Audit Date: 10-Jul-17
 Auditor: Beth Cowan

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	On-street parking. No designated accessible parking stalls.	Designate an accessible parking stall off the Matonabee Street laneway. Connect the access aisle to an accessible route.	Add pavement markings, signs, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	no	The tennis courts can be reached from the paved section of the Frame Lake Trail, and from the laneway behind Matonabee Street. The routes are narrow (1.5 m or less) and uneven with a steep slope/drop from the lane.	upgrade routes to provide acceptable slopes and widths	clearing, grading, surfacing	60	lm	\$ 150	\$9,000
Entry / Exit Points	no	The 2 gated entrances have clearances of 1.13 m and 753 mmm, and the transition from the route to the court is not level or continuous.	Install wider access gates, and provide level continuous surface at transition.	Modify entrance/exit gates.	2	LS	\$ 5,000	\$10,000
Ground Surface	yes	Court surfaces are in reasonably good condition. Some cracks and broken surfaces.	Court maintenance	maintenance	0	m ²	\$ 60	\$0
Amenities / Equipment	no	Nets are provided. Heights not adjustable.	Consider providing adjustable height nets if this would allow for more inclusive sport.	new tennis net stands	1	each	\$ 30,000	\$30,000
Signs	no	No signs identifying the court or accesible features provided.	Install sign to identify the court, and to describe accessible features and any restrictions.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting		No lighting is provided	Consider that tennis is typically played when natural light is adequate in summer months. Consider adding lighting if it could extend the seasonal hours of use.	none	0			\$0
Benches	no	No benches or seating area provided.	Provide benches with backs and arm-rests inside the tennis court to provide rest areas.	install new benches	4	each	\$ 2,200	\$8,800

Site Budget Total \$60,700



there are no benches in the court area

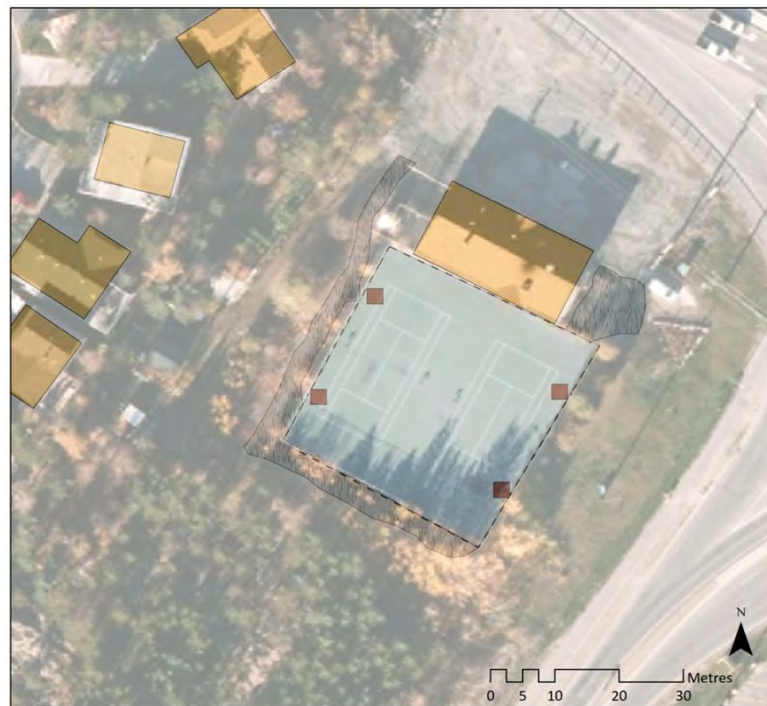


trail from laneway includes a steep drop
 limited room to manoeuvre at the entrance gate

Site: 3. Reservoir Tennis Courts
 Audit Date: 12-Jul-17
 Auditor: Aidan Kennedy

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	There are no parking spaces provided for the tennis courts. The closest available parking is more than 30m away, across Kam Lake Road at the multi-plex and fieldhouse.	It may not be possible to provide accessible parking close to this tennis court. Removing barriers at other tennis courts could better meet City accessibility goals.	none	0	each	\$ 1,400	\$0
Routes	no	The only route to the courts has a grade much greater than 10%, is washed out, and the surface is rough and uneven.	It may not be possible to provide an easily accessible route to this tennis court. Removing barriers at other tennis courts could better meet City accessibility goals.	none	0	lm	\$ 100	\$0
Entry / Exit Points	no	Main entry and exit point is a single gate with inadequate clearance (1m) located at a steep drop-off. A secondary gate is not accessible and was locked at time of audit.	Increase the gate opening and route/landing area.	modify gate	1	LS		\$0
Ground Surface	no	The tennis courts are in poor shape. The concrete is cracked and uneven in multiple places.	maintenance or replacement of the court surface is required, but recommended only if other barriers at this site are removed	none	0	m ²	\$ 60	\$0
Amenities / Equipment	no	Nets are not easily adjustable.	only modify if a decision is made to remove parking and route barriers	none	0	each	\$ 30,000	\$0
Signs	no	No signs are provided.	Provide a sign at the beginning of the route to the court that provides information about route and court conditions to allow users to decide whether they are capable of accessing.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting		No lighting is provided.	Consider that tennis is typically played when natural light is adequate in summer months.	none				\$0
Benches	no	There are 2 benches located at each courts (4 total)	replace one bench in each court with benches with backs and arm-rests to provide rest areas.	remove existing benches and install new	2	each	\$ 2,200	\$4,400

Site Budget Total \$5,900



tennis courts

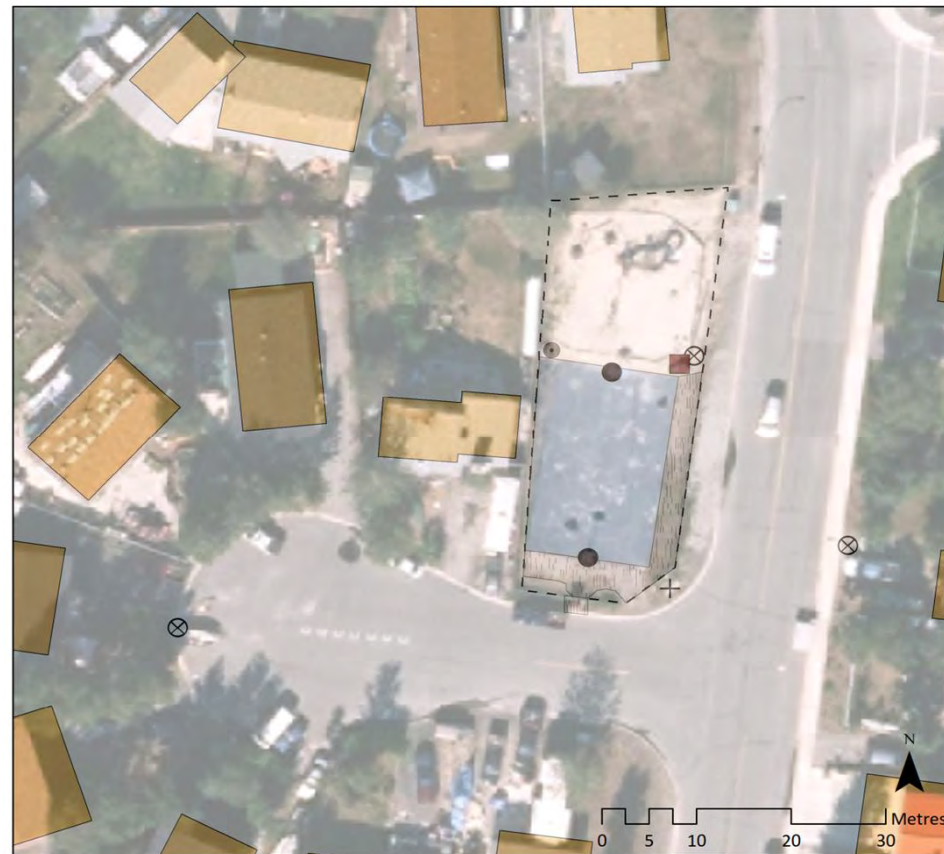


entrance gate to tennis courts across sand and gravel

Site: 4. School Draw Basketball Court
 Audit Date: 10-Jul-17
 Auditor: Beth Cowan

Elements	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	On-street parking available. No designated accessible parking stall.	Designate an accessible parking stall near one entry/exit point. Connect the access aisle to an accessible route.	Add pavement markings, signs, and curb cuts/ramp (see also parking identified for School Draw playground).	1	each	\$ 1,400	\$1,400
Routes	no	Road approach only (sidewalk is on opposite side of street). No formal path between the basketball court. Short area of uneven grass with sand.	A durable surface is needed to connect the basketball court with the entrance point	grading and paving (or other durable path surface) coordinated with route to the adjacent playground	5	lm	\$ 100	\$500
Entry / Exit Points	no	Entry point has a 4 m gate entrance. The curb ramp needed repairs at the time of the audit.	The curb ramp was recently replaced/repaired.	none	0	LS	\$ 500	\$0
Ground Surface	no	Asphalt surface is slightly uneven, with minimal cracking.	Resurface as part of routine maintenance schedule.	maintenance	0	m ²	\$ 60	\$0
Amenities / Equipment	no	Basketball hoops are at set height.	Provide adjustable or multiple height hoops if this would increase opportunities for inclusive sports.	replace basketball hoops	2	each	\$ 5,000	\$10,000
Signs	no	No signs identifying the site or accessibility features are provided	Install sign to identify the court, and to describe accessible features and any restrictions.	design and install new sign(s) coordinated with work at adjacent playground.	1	each	\$ 1,500	\$1,500
Lights		One overhead light between playground and basketball court.	Consider that courts are used primarily when natural light is adequate in summer months.	none	0			\$0
Benches	no	There is one bench on the site facing the adjacent playground.	Provide new benches with backrests and arm rests that can be reached from an accessible route, and locate to allow views of basketball court.	install new benches on firm level ground surface	2	each	\$ 2,200	\$4,400

Site Budget Total \$17,800



sidewalk curb incorporate ramp but route to paved court is rough and overgrown

Site: 5. Forrest Drive Basketball Court
 Audit Date: 7-Jul-17
 Auditor: Aidan Kennedy

Elements	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	There is on street parking located less than 5m from the basketball court, but designated accessible parking stall.	Designate an accessible parking stall near one entry/exit point. Connect the access aisle to an accessible route.	Add pavement markings, signs, and curb cut/ramp coordinated with work at adjacent playground.	1	each	\$ 1,400	\$1,400
Routes	no	Routes from the public roadway to the sports court are across grass and sand surfaces.	A durable surface is needed to connect the basketball court with the entrance point. A continuous route to benches is also needed.	grading and paving (or other durable path surface) coordinated with work at adjacent playground	20	lm	\$ 100	\$2,000
Entry / Exit Points	no	There are multiple entrances to the basketball court area (a playground is also located at this site). One entrance to the area is aligned with a sidewalk crossing. Gate openings have inadequate clearance (post installed to block vehicles). Ground is very uneven near some of the entry / exit points.	Modify gates to provide adequate clearances, grade and consider paving entries.	Gate opening modifications surface grading and paving coordinated with work at adjacent playground.	2	LS	\$ 500	\$1,000
Ground Surface	no	Asphalt is cracked and bubbling and there is a steep lip of asphalt around the entire court. Nets are non-adjustable.	Fill cracks and repaint court, and ensure lip around is more gradually leveled.	maintenance	0	m ²	\$ 60	\$0
Amenities / Equipment	no	Basketball hoops are at set height.	Provide adjustable or multiple height hoops if this would increase opportunities for inclusive sports.	replace basketball hoops	2	each	\$ 5,000	\$10,000
Signs	no	No signs identifying the site or accessibility features are provided	Install sign to identify the court, and to describe accessible features and any restrictions.	design and install new sign(s) coordinated with Forrest Drive playground.	1	each	\$ 1,500	\$1,500
Lighting		There are 2 street lights. Neither are immediately beside the court.	Consider that courts are used primarily when natural light is adequate in summer months.	none	2			\$0
Benches	no	There are no benches near the basketball court.	Provide one or two new benches with backrests and arm rests and locate to allow views of basketball court.	install new benches on firm level ground surface	2	each	\$ 2,200	\$4,400

Site Budget Total \$20,300



basketball hoops cannot be adjusted to lower heights



entrance gateway with post intended to block vehicles

Site: 6. Latham Island Basketball Court
 Audit Date: 11-Jul-17
 Auditor: Beth Cowan

Elements	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	On-street parking. No designated accessible parking spaces.	Designate an accessible parking stall near one entry/exit point. Connect the access aisle to an accessible route.	Add pavement markings, signs, and curb cuts/ramp coordinated with work at adjacent Otto Drive playground and Latham Island sports field (could be shared).	1	each	\$ 1,400	\$1,400
Routes	no	Sidewalks along Hearne Hill Road and Otto Drive lead to gated park entrances. There are no formal pathways in the park space.	Review park layout and provide formal paths from designated parking area to playspace (see also playground, and sports court located at this park). Routes should also extend to benches and picnic tables.	grading and paving (or other durable path surface) coordinated with work at Otto Drive playground and Latham Island sports court	20	lm	\$ 100	\$2,000
Entry / Exit Points	no	Gated entrance with 4 m clearance but is locked. Narrow pedestrian gravel path around the gate with 0.720 m of clearance.	Unlock gate with one half open (2 m clearance). Pave the entrance.		2	LS	\$ 500	\$1,000
Ground Surface	yes	Paved asphalt sports court surface is in good condition with wood retaining border level with surrounding ground surface at high end of the sloping site.			0	m ²	\$ 60	\$0
Amenities / Equipment	no	Basketball hoops are at set height.	Provide adjustable or multiple height hoops if this would increase opportunities for inclusive sports.	replace basketball hoops	2	each	\$ 5,000	\$10,000
Signs	no	No signs identifying the site or accessibility features are provided	Install sign to identify the court, and to describe accessible features and any restrictions.	design and install new sign(s) coordinated with work at adjacent Otto Drive playground.	1	each	\$ 1,500	\$1,500
Lighting		Street lights along Hearne Hill Rd. One overhead light at the entrance to the park. No lights on the sports court.	Consider that courts are used primarily when natural light is adequate in summer months.	none	0			\$0
Benches	yes	There are no benches located near the basketball court.	Provide benches that would allow users to watch the basketball court, and located on an accessible route.	install new benches on firm level ground surface (coordinate with work identified for Latham Island sports field).	2	each	\$ 2,200	\$4,400



view of basketball court from north entry



vehicle access gate
 pedestrians have worn a pathway to the left of the vehicle barrier



Site Budget Total \$20,300

Site: 7. Fritz Theil Volleyball Court
 Audit Date: 10-Jul-17
 Auditor: Beth Cowan

Elements	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	Gravel parking lot shared by the Raquet club and Fritz sports field. There are no designated accessible parking stalls.	Designate an accessible parking stall near the entry/exit point. Connect the access aisle to an accessible route.	Pave the area for a stall and access aisle (or provide other compact surface), add pavement markings, signs, and curb cut/ramp (see also parking identified for Fritz Theil baseball diamonds).	1	each	\$ 2,500	\$2,500
Routes	no	Paths in the park area are compacted gravel with wood retaining edges. Surfaces are worn and	Resurface paths, and extend paths to the volleyball court and benches.	grading and surfacing	30	lm	\$ 100	\$3,000
Entry / Exit Points	no	The volleyball court is within a fenced park area. The fence opening provides adequate clearance, but the ground is uneven and rutted.	improve ground surface at fence opening as part of route improvements	coordinate with work identified for Fritz Theil playground		LS		\$0
Ground Surface	no	Sand court.	Replace sports court surface with an		200	m ²	\$ 60	\$12,000
Amenities / Equipment	yes	Volley ball nets are installed on posts that can be adjusted for height. Washroom facilities are available, but only open when baseball games are taking place (operated by the Softball Association).	see recommendations for sign below	(see work identified for Fritz Theil sports field)	0	Allow	\$ 30,000	\$0
Signs	no	There are numerous regulatory signs (i.e. keep dogs leashed, user behaviours) on site. There are no signs with information about accessibility features or restrictions.	Install sign to identify the court, and to describe accessible features and any restrictions. Signs should also be posted with information about washroom access.	design and install new sign(s) coordinated with Fritz Theil sports fields.	1	each	\$ 1,500	\$1,500
Lighting		There is no outdoor lighting in the area.	Consider that courts are used primarily when natural light is adequate in summer months.	none				\$0
Benches	yes	There are two benches on concrete pads that are not level with surrounding grass. Benches are not located along an accessible path, and do not have backs or armrests.	Provide benches with back and arm rests, that can be reach from an accessible route.	install new bench on firm level ground area	1	each	\$ 2,200	\$2,200

Site Budget Total \$21,200



Site: 8. Sombe K'e Volleyball Court
 Audit Date: 10-Jul-17
 Auditor: Beth Cowan

Elements	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	The parking area closest to the volley ball is reserved for private monthly paid parking only. The nearest designated accessible parking is by City Hall.	Designate an accessible parking stall near the entry/exit point to the park area. Connect the access aisle to an accessible route.	Pave the area for a stall and access aisle (or provide other compacted surface), add pavement markings, signs, and curb cut/ramp (see also parking identified for Somba K'e playground).	1	each	\$ 2,500	\$2,500
Routes	yes	Frame Lake Trail is paved and 2 m wide. Good condition.	Extend paved path towards Sombe K'e playground to provide a second entry point. Widen path to provide access to the benches on the court.		20	lm	\$ 100	\$2,000
Entry / Exit Points	yes	Good condition paved path next to courts.	N/A			LS		\$0
Ground Surface	no	Sand court.			200	m ²	\$ 60	\$12,000
Amenities / Equipment	no	Volley ball nets are installed on posts that can be adjusted for height.	none	none	0	allow	\$ 5,000	\$0
Signs	no	There are no signs	Install sign to identify the court, and to describe accessible features and any restrictions.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting		No lights. Overhead lights on Frame Lake Trail.	Consider that courts are used primarily when natural light is adequate in summer months.	none	0			\$0
Benches	no	There are two benches overlooking the volleyball area, mounted on concrete pads that are not level with surrounding grass. Benches are not located along an accessible path, and do not have backs or armrests.	Provide benches with back and arm rests, that can be reach from an accessible route.	replace existing benches on firm level ground areas	2	each	\$ 2,200	\$4,400

Site Budget Total \$22,400

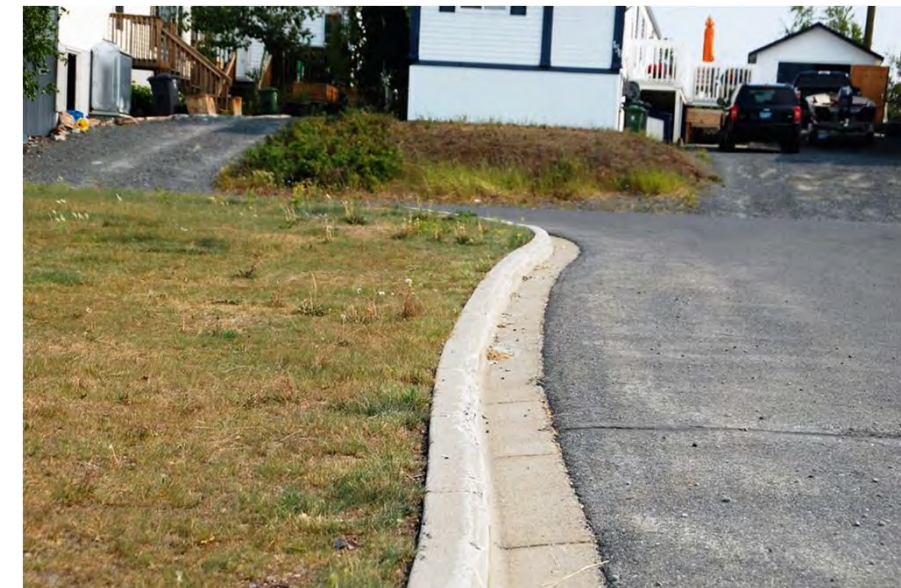


no nearby benches with armrests and backrests
 access route does not connect to bench base

Site: 9. Jeske Crescent Basketball Court
 Audit Date: 11-Jul-17
 Auditor: Aidan Kennedy

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	There is on street parking less than 5m from the courts, but no designated parking stalls.	Designate an accessible parking stall adjacent to court. Connect the access aisle to an accessible route.	Add pavement markings, signs, and curb cut/ramp	1	each	\$ 1,400	\$1,400
Routes	no	There is no durable surface route between the roadway and the court surface.	Add a short section of pavement to connect the roadway to the court surface.	grading and paving	10	lm	\$ 100	\$1,000
Entry / Exit Points	no	There is no fencing around the site. There are no curb ramps.	Provide curb cut and ramp at perimeter of play area.	add curb cut/ramp	1	LS	\$ 500	\$500
Ground Surface	no	This basketball court is only a half court with one net. Net is non-adjustable. Surface is in poor condition with cracks and bubbling.	Fill cracks and repaint surface.	maintenance	0	m ²	\$ 60	\$0
Amenities / Equipment	no	There is one basketball hoop at a set height.	Provide adjustable or multiple height hoop if this would increase opportunities for more inclusive use.	replace basketball hoop	1	each	\$ 5,000	\$5,000
Signs	no	There are no signs.	Install sign to identify the court, and to describe accessible features and any restrictions.	design and install new sign(s)	0	each	\$ 1,500	\$0
Lighting		There is existing street lighting around the roundabout, but nothing directly on the court.	Consider that courts are used primarily when natural light is adequate in summer months.	none				\$0
Benches	no	There are no benches.	Provide a bench with back and arm rests that can be reached from an accessible route.	install new bench on firm level ground area	1	each	\$ 2,200	\$2,200

Site Budget Total \$10,100



sports court 'island' is surrounded by raised curbs

Site: 1. Ecole St. Joseph Soccer Field
 Audit Date: 10-Jul-17
 Auditor: Aidan Kennedy

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	There is on street parking within 20m from two entry points to the soccer field but no designated accesible parking.	Designate an accessible on-street parking stall near at least one entry/exit point (or in the school parking lot if the City has a shared use agreement with the School). Connect the access aisle to an accessible route.	Add pavement markings, signs, and curb cut/ramp.	1	each	\$ 1,400	\$1,400
Routes	yes	The route from public sidewalks or on-street parking to the soccer field is over an uneven gravel/grass pathway. The width of the path is acceptable (1.5 to 2 m wide) and the ground is level.	Re-surface the pathway	paving (or other durable path surface)	30	lm	\$ 100	\$3,000
Entry / Exit Points	yes	Openings in fencing around sports fields are 1.1m or 0.9 m wide. Most of the gates were found locked at the time of the audit	Install wider access gates to provide minimum clearance, and provide level continous surface at transition.	Modify entrance/exit gates.	2	LS	\$ 600	\$1,200
Field Surfaces	yes	Grass field surface is in good condition with a fairly even surface.	none	none	0	m ²	\$ 60	\$0
Amenities / Equipment	no	Soccer equipment is moveable and adjustable.	none	none	0	Allow		\$0
Signs		There is a park name sign, and regulatory signs (i.e. restricting dogs) but no other identification or information signs.	Install sign that describes restrictions and features of the sport field.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	no	There are 4 street lights but they all face the road.	Consider that courts are used primarily when natural light is adequate in summer months.	none	0			\$0
Benches	yes	There is only one bench in the area, without backrest or armrests.	Provide benches with back and arm rests that can be reached from an accessible route, for spectators and as rest areas.	install new benches on firm level ground area	4	each	\$ 2,200	\$8,800

Site Budget Total \$15,900



SE Entrance to sports field

Site: 2. Sir John Franklin
 Audit Date: 10-Jul-17
 Auditor: Beth Cowan

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	A school staff and student parking lot is located next to the field, and on street parking is available on 52nd Ave and 49th St. No accessible parking spaces.	Designate an accessible parking stall near at least one entry/exit point. Connect the access aisle to an accessible route.	Add pavement markings, signs, and curb cut/ramp.	1	each	\$ 1,400	\$1,400
Routes	yes	The field can be accessed from the street and sidewalks along 52nd Avenue or 49th St., or from the paved school parking lot. There is also a rough gravel route around the perimeter of the field.	Provide access routes to benches. Consider formalizing the perimeter route to provide access to benches, and/or serve as a running track.	paving (or other durable path surface) to provide access to benches (or consider increasing to 300 m to allow for perimeter route)	30	lm	\$ 100	\$3,000
Entry / Exit Points	no	There are 4 offset gate entrances where initial clearance of 1.2 m is adequate, but then narrows to 900 mm and requires	Gates need to be modified to provide minimum clearances and to remove tight turns	Modify gates	4	LS	\$ 600	\$2,400
Field Surfaces	no	Grass surface.	none	maintenance	0	m ²	\$ 60	\$0
Amenities / Equipment	no	No permanently installed equipment on site.	none	none	0	Allow	\$ 5,000	\$0
Signs		No signs identifying the site or accessibility features are provided	Install sign to identify the field and to describe accessible features and any restrictions.	design and install new sign(s)	1	each	\$ 1,500	\$1,500
Lighting	yes	Two overhead lights on the field. Street lights within the parking and on 49th St.	Consider that fields are used primarily when natural light is adequate in summer months.	none	0			\$0
Benches	no	No benches.	Provide benches with back and arm rests that can be reached from an accessible route, for spectators and as rest areas.	install new benches on firm level ground surface	4	each	\$ 2,200	\$8,800

Site Budget Total \$17,100



Entrance from 52nd Avenue

Site: 3. Parker Baseball Diamonds
 Audit Date: 12-Jul-17
 Auditor: Aidan Kennedy

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	There is a parking lot less than 30m from the baseball diamonds, but no designated accessible parking .	Designate an accessible parking stall near at least one entry/exit point. Connect the access aisle to an accessible route.	Add durable surface in parking area, pavement markings, signs, and curb cut/ramp (see also parking identified for playground at Parker Park).	1	each	\$ 1,400	\$1,400
Routes	yes	A route from the parking lot runs between the two baseball diamonds. The route is approximately 5 m wide with a slope less than 10%, but the surface is uneven, sandy or muddy in places.	Improve the surface of the existing access route from the parking lot to the baseball diamonds.	paving (or other durable surface) coordinated with work identified for Parker Park playground.	90	lm	\$ 100	\$9,000
Entry / Exit Points	yes	Pedestrians can reach spectator area from parking lots. There are multiple entry and exit points into to the baseball diamonds: larger service gates with 4m clearances, and pedestrian gates with 1 m clearances.	None	none	0	LS	\$ 600	\$0
Field Surface	yes	The baseball diamond surfaces are in very good condition.	none	maintenance		m ²	\$ 60	\$0
Amenities / Equipment	no	There is a portable washroom unit on site, but it is not accessible. Door width is 0.60m.	Provide an accesible portable unit.	assume this can be provided by rental	0	Allow	\$ 30,000	\$0
Signs		There is a park name sign, and regulatory signs (i.e. restricting dogs) but no other identification or information signs.	Install sign that describes restrictions and features of the sport field.	design and install new sign(s) coordinated with work identified for Parker Park playground.	1	each	\$ 1,500	\$1,500
Lighting	no	None.	Consider that fields are used primarily when natural light is adequate in summer months.	none				\$0
Benches / Spectator seating	yes	There are 5 sets of spectator stands located around the site. The height of the lowest bench seat is 50 cm, with a depth of 30 cm.	Provide benches with back and arm rests that can be reached from an accessible route, adjacent to existing spectator seating	install new benches on firm level ground surface	4	each	\$ 2,200	\$8,800

Site Budget Total \$20,700



View of spectator area and gate entrance to ball diamond

Site: 4. Fritz Theil Baseball Diamonds
 Audit Date: 10-Jul-17
 Auditor: Beth Cowan

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	Gravel parking lot for Raquet Club and field.	Designate an accessible parking stall near at least one entry/exit point. Connect the access aisle to an accessible route.	Add durable surface in parking area, pavement markings, signs, and curb cut/ramp (see also parking identified for playground and sports court at Fritz Theil Park).	1	each	\$ 1,400	\$1,400
Routes	no	There are three routes leading to the two fields: from the parking lot, through the park from Stout Road, or through a wide central alley between the two ball diamonds also accessed from Stout Road. There is a raised wooden deck in a portion of the central alley where spectator bleachers, washrooms, and sheds are also located. Other path surfaces are all gravel, or compacted native soil that develop depressions in areas of heavy traffic.	Improve the central alley to provide a level durable route and amenity area. Resurface the entire alley using durable surfaces suited to peak seasonal uses of the area (including pedestrian traffic, spectator viewing, refreshment preparation and service, maintenance equipment traffic and storage). Alternatively, provide a paved path through the alleyway and add ramps to the raised deck area.	grading and paving (or other durable surface)	120	lm	\$ 200	\$24,000
Entry / Exit Points	no	Stout Rd. entrance from the street to the gravel interior path has a deep ditch. All entry points are gravel. Gates onto the field are 1.15 m wide.	install a culvert to allow for a continuous path of travel at the entrance to central alley from Stout Road	culvert and surfacing	2	LS	\$ 600	\$1,200
Field Surface	yes	Grass outfield and cinder infield.	none	maintenance	0	m ²	\$ 60	\$0
Amenities / Equipment	yes	Washroom facilities are available, but only open when baseball games are taking place (operated by the Softball Association). Doorway width 840mm, and there is a level change at the threshold.	Replace door to washroom and provide level or ramp transition.	modifications to existing washrooms (see also work identified for Fritz Theil sports court).	1	Allow	\$ 30,000	\$30,000
Signs		There is a park name sign, and regulatory signs (i.e. restricting dogs) but no other identification or information signs.	Install sign that describes restrictions and features of the sport field. Post information about washroom access.	design and install new sign(s) coordinated with work identified for Fritz Theil playground and sports court.	2	each	\$ 1,500	\$3,000
Lighting	no	No lighting. Street lights along the access routes.	Consider that fields are used primarily when natural light is adequate in summer months.	none	0			\$0
Benches	yes	There are three sets of spectator stands and two sets of benches for each field. Not located on accessible route.	Provide benches with back and arm rests that can be reached from an accessible route, adjacent to existing spectator seating	install new benches on firm level ground surface	4	each	\$ 2,200	\$8,800

Site Budget Total \$68,400



Spectator area and entrance to ball diamond

Site: 5. Tommy Forrest Baseball Diamond
 Audit Date: 11-Jul-17
 Auditor: Aidan Kennedy

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	There is a gravel surfaced parking lot immediately next to the baseball diamond, and a gravel surfaced lot near the spectator bleachers. There is no designated accessible parking.	Designate accessible parking stalls near at least one entry/exit point close to the spectator bleachers. Connect the access aisle to an accessible route.	Add durable surface in parking area with pavement markings, signs, and curb cut/ramp.	2	each	\$ 1,400	\$2,800
Routes	yes	Routes to the baseball diamonds include an asphalt pathway that runs from Franklin Avenue to a parking lot, and a gravel/natural surfaced route around the edge of the baseball diamond leading to spectator stands. Surface materials vary (asphalt, gravel, sand) and obstacles include uneven surfaces, foliage, roots, and ruts. Auxillary buildings and bank machine are all on earth and sand trails that are uneven and have ruts	All routes connecting the parking area, spectator areas, and site amenities should be resurfaced to remove mobility obstacles.	grading and paving (or other durable surface), and relocate bleachers	120	lm	\$ 100	\$12,000
Entry / Exit Points	yes	There are four gated entries to spectator areas, with clearance ranging from 600 mm to 1.5 m. Entry to player areas provide minimal clearances (450 to 90mm) and present level changes.	All gates need to provide adequate clearances.	Gate and fence opening modifications	4	LS	\$ 600	\$2,400
Field Surfaces	no	The field was upgraded in 2015.	none	none	0	m ²	\$ 60	\$0
Amenities / Equipment	no	There are some auxillary storage buildings, and an ATM located on a slope above an uneven dirt road.	ATM should be accessible from a level ground surface	relocate ATM	1	Allow	\$ 500	\$500
Signs		There is a park name sign, and regulatory signs (i.e. restricting dogs) but no other identification or information signs.	Install sign that describes restrictions and features of the sport field.	design and install new sign(s)	2	each	\$ 1,500	\$3,000
Lighting	no	There are 2 street lights on the paved pathway, but none on the field.	Consider that fields are used primarily when natural light is adequate in summer months.	none	0			\$0
Benches	yes	There are spectator stands and 9 picnic tables on the site.	Provide benches with back and arm rests that can be reached from an accessible route, for spectators and near amenity areas	install new benches on firm level ground surface	6	each	\$ 2,200	\$13,200

Site Budget Total \$33,900

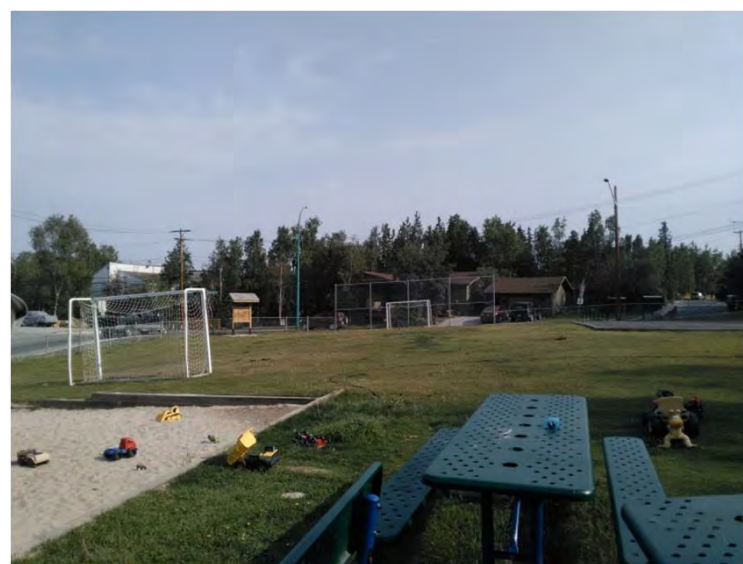


Spectator area showing bleachers, ATM and uneven gravel roadway

Site: 6. Latham Island Sports Field
 Audit Date: 11-Jul-17
 Auditor: Beth Cowan

Element	Accessible?	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	no	On-street parking. No designated accessible parking spaces.	Designate an accessible parking stall near one entry/exit point. Connect the access aisle to an accessible route.	Add pavement markings, signs, and curb cuts/ramp coordinated with work at adjacent Otto Drive playground and Latham Island sports court (could be shared).	1	each	\$ 1,400	\$1,400
Routes	yes	Sidewalk along Hearne Hill Road and Otto Drive lead to gated park entrances. There are no formal pathways in the park space.	Review park layout and provide formal paths from designated parking area to playspace (see also playground, and sports court located at this park). Routes should also extend to benches and picnic tables.	grading and paving (or other durable path surface) coordinated with work at Otto Drive playground and Latham Island sports court	20	lm	\$ 100	\$2,000
Entry / Exit Points	no	The field can be accessed from Hearne Hill Road, or Otto Drive. The fence opening off of Hearne Hill Road provides pedestrian access with minimal (700 mm) clearance. There is a 4m wide vehicle access gate on Otto Drive that is kept locked, but there is 700 mm wide path to the right of the gate that is used by pedestrians.	Fence opening and gates need to provide adequate clearances.	Gate and fence opening modifications coordinated with work identified at Otto Drive playground and Latham Island sports court.	2	LS	\$ 600	\$1,200
Field Surface	yes	Surface is uneven grass.	none	none		m ²	\$ 60	\$0
Amenities / Equipment	no	Two soccer nets are installed on site.	none	none		Allow	\$ 30,000	\$0
Signs		There is a park name sign, and regulatory signs (i.e. restricting dogs) but no other identification or information signs.	Install sign that describes restrictions and features of the sport field.	design and install new sign(s) coordinated with work identified for Otto Drive playground, and Latham Island sports court.	1	each	\$ 1,500	\$30,000
Lighting	no	Two street lights outside of the park. No lights on the sports field.	Consider that fields are used primarily when natural light is adequate in summer months.	none	0			\$0
Benches	no	No benches next to the sports field.	Provide benches that would allow users to watch the basketball court, and located on an accessible route.	install new benches on firm level ground surface (ccordinate with work identified for Latham Island sports court).	2	each	\$ 2,200	\$4,400

Site Budget Total \$39,000



view of soccer field from playground



Entrance gate at Otto Drive

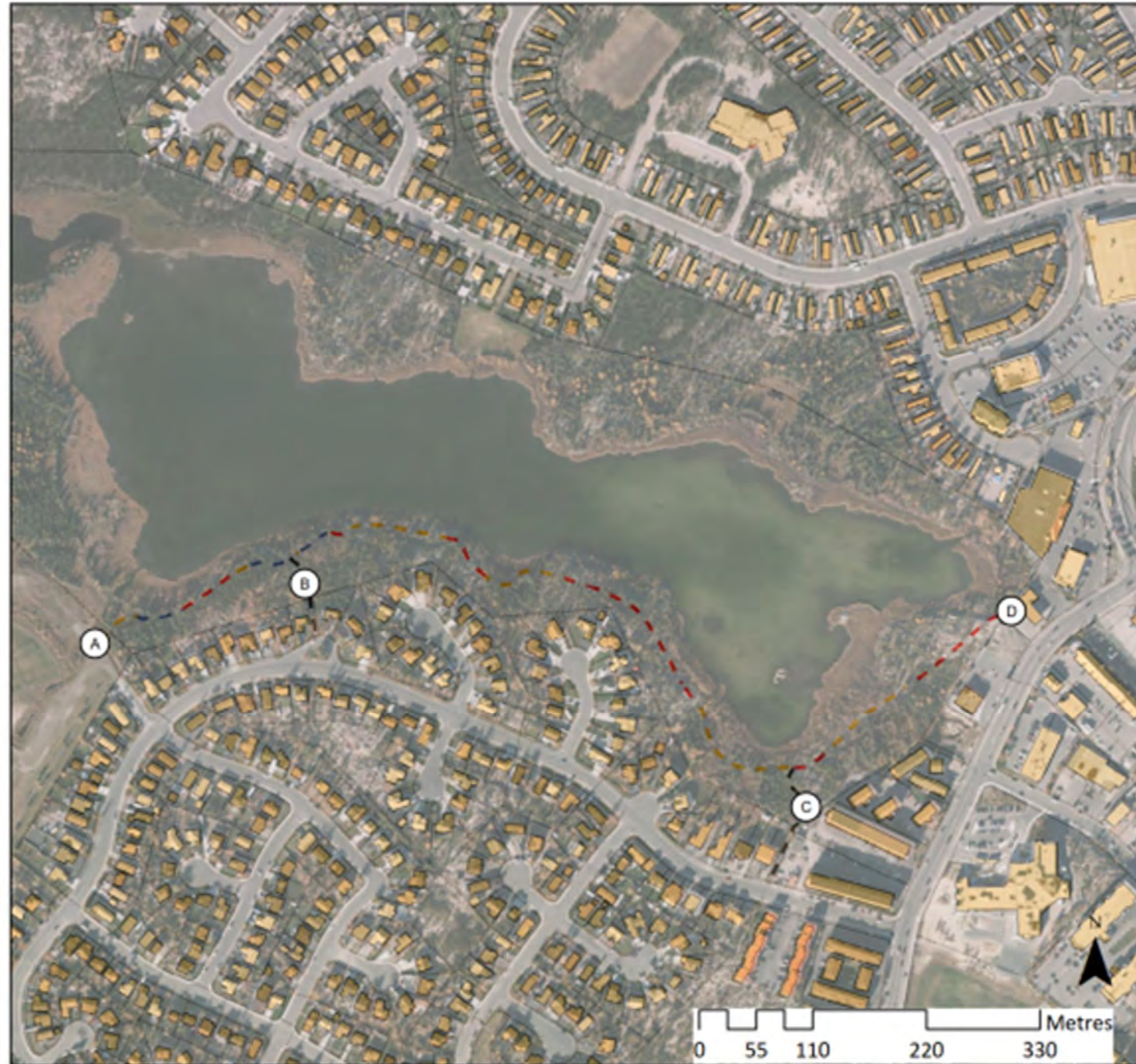
Site: 1. Range Lake Trail
 Audit Date: 13-Jul-17
 Auditor: Aidan Kennedy

Trailheads/Access Points: 4 (A, B, C, D on map on next page)
 Total Trail Length: 2 km
 Natural trail (rock, with some boardwalk sections): 900 m
 Durable surface (Gravel/Asphalt/ Pavers): 100 m

Element	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	Parking is available in Parker Park parking lot, but is not accessible. None of the spots are designated accessible. There is parking near the Shell station but none are marked accessible.	Consider this trail provides a fairly rugged trail experience and is not suited to users of mobility devices.	coordinate with work identified at Parker sports field.	0	each	\$ 1,400	\$0
Routes and trail surfaces	This trail follows fairly rugged natural terrain around the south shore of Range Lake.	No improvements to surface recommended (see recommendations for signs and benches below)	none	0	lm	\$ 100	\$0
Trailheads	There are two trailheads or locations where the trail can be accessed from a public parking area, or sidewalk. There are also two secondary trailheads. The distance between trailheads (or other access points) along the south side of the lake are less than 500m, allowing users to choose allowing users to select segments, or to choose to complete shorter segments of the trail,	no recommended changes (refer to recommendations for signs below)	none		LS	\$ 500	\$0
Signs	Signs include regulatory information, but no information about trail conditions or length.	Signs should provide information about trail conditions to allow users to decide whether to embark on the trail or not, or to identify sections they may want to avoid.	design and install new signs	4	each	\$ 1,500	\$6,000
Lighting	There is overhead street lighting at each end of the trail.	Consider this is not a commuter trail.	none	0			\$0
Benches	There are no benches along the trail.	Benches should be available where changes in elevation are encountered to provide rest areas. Benches should be mounted on level bases contiguous with trail surface.	Install new benches on firm level ground area	4	each	\$ 2,200	\$8,800

Site Budget Total \$14,800

See map and photos on next page



Range Lake Trail and trailhead locations



Trailhead Access Point A



Trailhead Access Point D

Site: 2. Tin Can Hill Trail
 Audit Date: 13-Jul-17
 Auditor: Aidan Kennedy

Trailheads/Access points: 5 (A, B, C, D, E on map on next page)
 Total Trail Length: 5 km
 Natural trail (rock, with some boardwalk sections): 4.2 km
 Durable surface (Gravel/Asphalt/ Pavers): 800 m

Element	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	A paved parking area is available at the base of the road leading to the water treatment plant and trails (this road is gated and not intended for routine public travel).	Provide a designated accessible parking stall in the parking area.	Add pavement markings, signs, and curb cuts/ramp.	1	each	\$ 1,400	\$1,400
Routes and trail surfaces	The trail provides two general types of trail experience: a large portion of the trail follows a former roadway; other trail segments follow a more challenging rugged hiking experience and surfaces are natural terrain rock, and native soil sections that can have exposed roots or mud.	Improve trail surfaces along old roadway where terrain is relatively level for distances that can provide a reasonable trail experience to extend the length of trails available to those with limited mobility.	grading and surfacing	700	lm	\$ 100	\$70,000
Trailheads	There is one main locations where the trail can be accessed from a public street and parking area, or sidewalk. Two trailheads are located off of a roadway that is designated for 'authorized vehicles only' that is gated (although the gate is often left open).	no recommended changes (refer to recommendations for signs below)	none	0	LS	\$ 500	\$0
Signs	Signs include regulatory information, but no information about trail conditions or length.	Signs should be provided at all trailheads with information about trail conditions to allow users to decide whether to embark on the trail or not, or to identify sections they may want to avoid.	design and install new signs	4	each	\$ 1,500	\$6,000
Lighting	There is no lighting along the trail	Consider this is not a commuter trail.	none	0			\$0
Benches	There are no benches along the trail.	Benches with backs and arm rests should be available every 200 m along trail segments with most accessible surfaces, and on segments with natural trail surfaces where changes in elevation are encountered to provide rest areas. Benches should be mounted on level bases contiguous with trail surface. Benches should be mounted on level bases contiguous with trail surface.	Install new benches on firm level ground area	4	each	\$ 2,200	\$8,800

Site Budget Total \$86,200

See map and photos on next page



Tin Can Hill Trail and trailhead locations



Gravel roadway (between Access Points A and B)



Typical natural trail surface

Site: 3. Niven Lake Trail
 Audit Date: 11-Jul-17
 Auditor: Beth Cowan

Trailheads/Access points 6 (A, B, C, D, E, F on map on next page)
 Total Trail Length: 2 km
 Natural trail (rock, with some boardwalk sections): 400 m
 Durable surface (Gravel/Asphalt/Pavers): 1.5 km

Element	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	On street parking is available, but there is no designated accessible parking space.	Designate an accessible parking stall close to the trailhead on Niven Drive, and deWeerd Drive	Add pavement markings, signs, and curb cuts/ramp.	2	each	\$ 1,400	\$2,800
Routes and trail surfaces	The trail provides two general types of trail experience: a large portion of the trail along the south shore of Niven Lake is a multi-purpose trail suited to recreational users or urban commuters with durable compact granular surface with one short sections with steep slopes; another significant trail segment around the west and north shore of Niven Lake provides a more challenging rugged hiking experience and surfaces are natural terrain rock, with occasional boardwalks, and native soil sections that can have exposed roots or mud.	No improvements recommended.	none	0	lm	\$ 100	\$0
Trailheads	There are four trailheads or locations where the trail can be accessed from a public street, parking area, or sidewalk. The distance between trailheads (or other access points) is approximately 500m or less, allowing users to choose allowing users to select segments, or to choose to complete shorter segments of the trail,	no recommended changes (refer to recommendations for signs below)	none		LS	\$ 500	\$0
Signs	Signs along the trail include regulatory information, but no information about trail conditions or length.	Signs should be provided at all trailheads with information about trail conditions to allow users to decide whether to embark on the trail or not, or to identify sections they may want to avoid.	design and install new signs	4	each	\$ 1,500	\$6,000
Lighting	Overhead lighting is available along trail segments typically used as commuter routes, but no lighting is installed along natural trail segments.	no modifications recommended	none	0			\$0
Benches	Benches are installed at five look out locations along the trail. Some benches have backs, but none have arm rests. Some benches are located on level ground areas contiguous with trail surface, others not.	Benches with backs and arm rests should be available a minimum of every 200m along the south shore trails to allow for rest stops. Benches should also be provided at commencement of paved trail segments with slopes >5%. Benches should be mounted on level bases contiguous with trail surface.	Install new benches on firm level ground areas	4	each	\$ 2,200	\$8,800

Site Budget Total \$17,600

See map and photos on next page



Niven Lake Trail and trailhead locations



Signs at trail access point



Typical trail compact gravel surface

Site: 4. Frame Lake Trail
 Audit Date: 12-Jul-17
 Auditor: Beth Cowan

Trailheads/access points 14 (A to L on map on next page)
 Total Trail Length: 5 km
 Natural trail (rock, with some boardwalk sections): 3.2 km
 1.8 km

Durable surface (gravel/Asphalt/ Pavers):

Note: this does not include Bristol monument area trails

Element	Comments	Recommendations	Scope of Work	Quantity	Units	Unit cost	Extended Cost
Parking	Designated accessible parking is available at trailheads close to City Hall and the Legislative Assembly Building. On street parking is available at two other trailheads, and there is a gravel parking lot at the trailhead on Old Airport Road.	Designate accessible parking stall at trailhead on Matonabee Street (Trans Canada Trail).	Add pavement markings, signs, and curb cuts/ramp.	1	each	\$ 1,400	\$1,400
Routes and trail surfaces	The trail provides two general types of trail experience: a large portion of the trail along the south shore of Frame Lake is a multi-purpose trail suited to recreational users or urban commuters with durable paved or other type of compact surface with occasional boardwalk sections and short sections with steep slopes; another significant trail segment around the west and north shore of Frame Lake provides a more challenging rugged hiking experience and surfaces are natural terrain rock, with occasional boardwalks, stairs and native soil sections that can have exposed roots or mud.	Remove barriers along the south shore of the lake including: transitions between different surfaces, damage to boardwalk sections, accumulations of gravel on pavement, vegetation encroaching on trail. Improve trail surfaces on trail segments where terrain is relatively level for distances that can provide a reasonable trail experience (specifically trails in the Bristol monument area) to extend the length of trails available to those with limited mobility.	Most barriers along the south shore of the lake noted during audit can be managed through routine maintenance. Grading and surfacing	500	lm	\$ 100	\$50,000
Trailheads	There are 14 trailheads or locations where the trail can be accessed from a public street, parking area, or sidewalk. The distance between trailheads (or other access points) along the south side of the lake is approximately 500 m or less, allowing users to choose allowing users to select segments, or to choose to complete shorter segments of the trail. Some links to the trail (from parking lots or streets) are steep and do not have durable surfacing.	Improve the trail connections behind the Yellowknife Community Arena and by the tennis courts.	install ramp, and coordinate with work identified at McNiven playground and sports court.	1	LS	\$ 2,500	\$2,500
Signs	Trailhead signs are available along the trail that display the route and provide some safety information, and indicate landmark locations.	Signs at all trailheads should include information about trail conditions to allow users to decide whether to embark on the trail or not, or to identify sections they may want to avoid.	modifications to newly installed signs, or new sign panels with improved information	5	each	\$ 1,500	\$7,500
Lighting	Overhead lighting is provided along the paved sections of trail. No lighting is provided on the natural trail segments.	no modifications recommended	none				\$0
Benches	Benches without backs or arm-rests are provided along all segments of the the trail, however most are not mounted on level surfaces, connected to trail surfaces.	Benches with backs and arm rests should be available a minimum of every 200m along the south shore paved trails to allow for rest stops. Benches should also be provided at commencement of paved trail segments with slopes >5%. Benches should be mounted on level bases contiguous with trail surface.	Install new benches on firm level ground area	12	each	\$ 2,200	\$26,400

Site Budget Total \$87,800

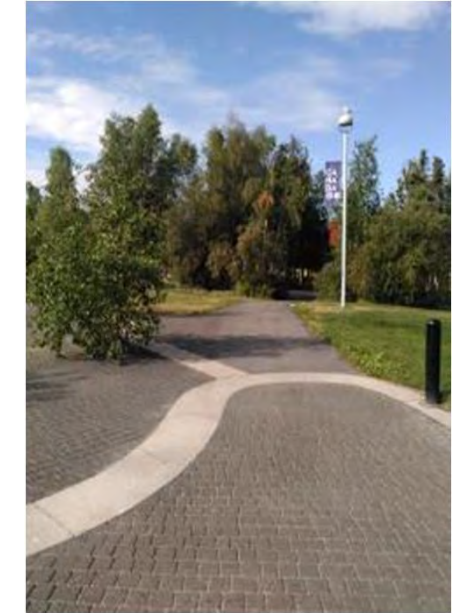
See map and photos on next page



Frame Lake Trail and trailhead locations



Typical trailhead sign



Asphalt paving around City Hall



Typical bench along trail



Typical natural rock and boardwalk

APPENDIX B: Budget Estimates

CITY OF YELLOWKNIFE ACCESSIBILITY AUDIT

PLAYGROUND BUDGET ESTIMATES

Site #	Site Name	Parking	Routes	Entry/ Exit Points	Ground Surface (play space)	Play Structures	Signs	Lighting	Benches	Totals
1	Sombe K'e	\$1,400	\$1,000	\$1,000	\$6,000	\$60,000	\$3,000	\$0	\$2,200	\$74,600
2	Josephine Walcer	\$1,400	\$10,000	\$1,500	\$6,000	\$30,000	\$1,500	\$0	\$2,200	\$52,600
3	Otto	\$1,400	\$2,000	\$1,500	\$12,000	\$30,000	\$1,500	\$0	\$4,400	\$52,800
4	School Draw	\$1,400	\$2,000	\$0	\$12,000	\$30,000	\$1,500	\$0	\$2,200	\$49,100
5	Doornbos	\$1,400	\$1,000	\$1,000	\$12,000	\$30,000	\$1,500	\$0	\$2,200	\$49,100
6	Moyle	\$1,400	\$8,000	\$500	\$9,000	\$30,000	\$1,500	\$0	\$2,200	\$52,600
7	Stirling	\$1,400	\$6,000	\$1,000	\$12,000	\$30,000	\$1,500	\$0	\$0	\$51,900
8	Borealis	\$1,400	\$5,000	\$1,500	\$12,000	\$30,000	\$1,500	\$0	\$4,400	\$55,800
9	Parker	\$1,400	\$10,000	\$2,000	\$18,000	\$60,000	\$3,000	\$0	\$4,400	\$98,800
10	Magrum	\$1,400	\$1,000	\$1,200	\$6,000	\$30,000	\$1,500	\$0	\$2,200	\$43,300
11	Demelt	\$1,400	\$8,500	\$500	\$3,000	\$30,000	\$1,500	\$0	\$0	\$44,900
12	Forrest Drive	\$1,400	\$6,000	\$1,200	\$12,000	\$60,000	\$1,500	\$0	\$4,400	\$86,500
13	Lamoureux	\$1,400	\$6,000	\$1,000	\$12,000	\$30,000	\$1,500	\$0	\$2,200	\$54,100
14	McNiven	\$1,400	\$15,000	\$1,200	\$18,000	\$90,000	\$1,500	\$0	\$4,400	\$131,500
15	Olexin	\$0	\$3,000	\$500	\$6,000	\$30,000	\$1,500	\$0	\$2,200	\$43,200
16	Con Mine	\$1,400	\$8,000	\$0	\$10,500	\$30,000	\$1,500	\$0	\$2,200	\$53,600
17	Grace Lake North	\$1,400	\$2,000	\$500	\$10,500	\$30,000	\$1,500	\$0	\$2,200	\$48,100
	<i>Subtotals</i>	\$22,400	\$94,500	\$16,100	\$177,000	\$660,000	\$28,500	\$0	\$44,000	\$1,042,500

CITY OF YELLOWKNIFE ACCESSIBILITY AUDIT

SPORTS COURT BUDGET ESTIMATES

Site #	Site Name	Parking	Routes	Entry/ Exit Points	Ground Surface	Equipment	Signs	Lighting	Benches	Totals
1	McNiven Tennis	\$1,400	\$7,000	\$0	\$0	\$20,000	\$1,500	\$0	\$4,400	\$34,300
2	Somba K'e Tennis	\$1,400	\$9,000	\$10,000	\$0	\$30,000	\$1,500	\$0	\$8,800	\$60,700
3	Reservoir Tennis	\$0	\$0	\$0	\$0	\$0	\$1,500	\$0	\$4,400	\$5,900
4	School Draw Basketball	\$1,400	\$500	\$0	\$0	\$10,000	\$1,500	\$0	\$4,400	\$17,800
5	Forrest Drive Basketball	\$1,400	\$2,000	\$1,000	\$0	\$10,000	\$1,500	\$0	\$4,400	\$20,300
6	Latham Island Sports	\$1,400	\$2,000	\$1,000	\$0	\$10,000	\$1,500	\$0	\$4,400	\$20,300
7	Fritz Theil Volleyball	\$2,500	\$3,000	\$0	\$12,000	\$0	\$1,500	\$0	\$2,200	\$21,200
8	Somba K'e Volleyball	\$2,500	\$2,000	\$0	\$12,000	\$0	\$1,500	\$0	\$4,400	\$22,400
9	Jeske Crescent Basketball	\$1,400	\$1,000	\$500	\$0	\$5,000	\$0	\$0	\$2,200	\$10,100
<i>Subtotals</i>		<i>\$13,400</i>	<i>\$26,500</i>	<i>\$12,500</i>	<i>\$24,000</i>	<i>\$85,000</i>	<i>\$12,000</i>	<i>\$0</i>	<i>\$39,600</i>	<i>\$213,000</i>

CITY OF YELLOWKNIFE ACCESSIBILITY AUDIT

SPORTS FIELDS BUDGET ESTIMATES

Site #	Site Name	Parking	Routes	Entry/ Exit Points	Field Surface	Amenities / Equipment	Signs	Lighting	Benches	Totals
1	Ecole St. Joseph	\$1,400	\$3,000	\$1,200	\$0	\$0	\$1,500	\$0	\$8,800	\$15,900
2	Sir John Franklin	\$1,400	\$3,000	\$2,400	\$0	\$0	\$1,500	\$0	\$8,800	\$17,100
3	Parker Baseball Diamonds	\$1,400	\$9,000	\$0	\$0	\$0	\$1,500	\$0	\$8,800	\$20,700
4	Fritz Theil Park	\$1,400	\$24,000	\$1,200	\$0	\$30,000	\$3,000	\$0	\$8,800	\$68,400
5	Tommy Forrest Baseball Diamond	\$2,800	\$12,000	\$2,400	\$0	\$500	\$3,000	\$0	\$13,200	\$33,900
6	Latham Island Sports Field	\$1,400	\$2,000	\$1,200	\$0	\$0	\$30,000	\$0	\$4,400	\$39,000
<i>Subtotals</i>		<i>\$9,800</i>	<i>\$53,000</i>	<i>\$8,400</i>	<i>\$0</i>	<i>\$30,500</i>	<i>\$40,500</i>	<i>\$0</i>	<i>\$52,800</i>	<i>\$195,000</i>

TRAIL BUDGET ESTIMATES

Site #	Site Name	Parking	Routes and trail surfaces	Trailheads			Signs	Lighting	Benches	Totals
1	Range Lake	\$0	\$0	\$0			\$6,000	\$0	\$8,800	\$14,800
2	Tin Can Hill	\$1,400	\$70,000	\$0			\$6,000	\$0	\$8,800	\$86,200
3	Niven Lake	\$2,800	\$0	\$0			\$6,000	\$0	\$8,800	\$17,600
4	Frame Lake	\$1,400	\$50,000	\$2,500			\$7,500	\$0	\$26,400	\$87,800
<i>Subtotals</i>		<i>\$5,600</i>	<i>\$120,000</i>	<i>\$2,500</i>			<i>\$25,500</i>	<i>\$0</i>	<i>\$52,800</i>	<i>\$206,400</i>