

# ACCESSIBILITY PLAN UPDATE



Township of South Stormont  
4949 County Road 14  
Ingleside, ON K0C 1M0

**December 16, 2009**

## **Introduction**

The purpose of the *Ontarians with Disabilities Act, 2001* (ODA) is to improve opportunities for people with disabilities and to provide for the involvement in the identification, removal and prevention of barriers to their full participation.

The enclosed document is a target update to the Township of South Stormont 2001 Accessibility Plan. The original plan included details from an operational, architectural and physical review of each Department.

This update includes the targets set for 2010, the status of each target and completion goals. Also included is a summary of all barriers identified within the Township of South Stormont.

The Township of South Stormont recognizes that a number of barriers can exist. Anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, an architectural barrier, and information or communication barrier or a policy obstacle are considered barriers.

Considerations for disabilities which include physical, hearing, speech, vision, smell, taste, touch; intellectual, mental health and learning have been considered by the Township of South Stormont in establishing targets for 2010.

# Township of South Stormont Accessibility Plan Update

## Summarized as follows:

The Township of South Stormont Accessibility was revised based on recommendations from staff and the Accessibility Committee. The present plan includes a summary of the original plan and subsequent updates.

Accomplishments made in 2008 and 2009 include:

- Administrative and Recreation staff undergo annual defibrillator training.
- On-going staff education ~ annually, staff review the contents of the Customer Service Policy and this year pursuant to the Accessible Customer Service legislation, customer service training was provided to Council, staff, volunteers, committee members and all firefighters.
- A slopped ramp has been constructed at the front entrance area of the Municipal Office.
- The Public Works Department has undergone a review of the existing sidewalk construction program in addition to conducting a review of the level of service for snow removal on approved sidewalks.
- A new parking lot has been constructed at the South Stormont Seniors' Support Centre. This will allow those seniors or persons with disabilities an opportunity to park closer to the facility while encouraging others to use the new lot. This is in addition to the existing designated handicap parking spaces.
- Two new change rooms are being constructed at the Long Sault arena. It is expected they will be complete in January, 2010. With the addition of these change rooms, the need to use the existing handicap washroom as a change room will be eliminated.

Targets for 2010 include:

- A new municipal office facility is currently being constructed in Long Sault. Provisions are being incorporated into the new building to ensure persons with disabilities will experience a productive and efficient visit.
- The Planning Department will continue to draft accessible guidelines for Comprehensive Zoning By-laws and parking regulations with the United Counties committee.
- Design and research will continue to apply for funding through available sources. In particular, research and design are targeted for the Long Sault Wading Pool and St. Andrews Pool facilities as well a Station Location Survey with regards to firehalls.
- A comprehensive review of the Township website and potential capabilities is scheduled. This will include interactive possibilities and proper format.

- A policy will be prepared in order to provide guidelines to allow the Clerk to remove the Township seal from the Municipal Office in specific circumstances.
- The 2010 Municipal Election will be conducted via paper ballot, telephone and internet to ensure that every avenue to allow a voter to cast their ballot in an appropriate way will be offered.
- Consideration will be made to add specific handicap access information to details included on the United Counties of Stormont Dundas and Glengarry online business directory.
- A firehall location survey is scheduled; this will assist with scheduling future firehall renovation plans.
- A review will be conducted with regards to handicap door openers and street and park furniture.

**Township of South Stormont ~ 2010 Accessibility Plan**

		2004	2005	2006	2007	2008	2009	2010
<b>Operational Barriers for All Township Departments</b>								
	Staff education, 1) Township disability working group provide presentation to staff on disability issues and provide guidelines for public service; 2) Attendance at "Integrated Approach to Accessibility Planning" Session				Completed			
	Communication & Information Policy; to provide materials within reasonable timeframe, with reasonable cost to individuals with disabilities				Completed			
	Procurement Policy; to include "the Township will have regard to accessibility in the purchasing of goods and services".		Completed			Review & Revision Complete	On-going Review	On-going Review
	Personnel Policy; a review of the following: 1) Human Resources Policy, 2) Illness Policy, 3) Rehabilitation Practices, 4) Workplace Mental Health.		Completed	On-going Review	On-going Review	On-going Review	On-going Review	On-going Review
	Customer Service Policy; to be developed to set out standards for dealing with individuals with disabilities. Pursuant to O. Reg. 427/09 Accessible Customer Service Policy has been adopted. Training that included Council, staff, volunteer firefighters, committee members etc. has taken place				Completed		As per O. Reg. 427/09; Completed	

**Township of South Stormont ~ 2010 Accessibility Plan**

		2004	2005	2006	2007	2008	2009	2010
<b>Operational Barriers for All Township Departments</b>								
	Internet site (include text version)				Completed			
	Internal Township policy has been adopted to require all Township correspondence and documentation to be prepared with a Verdana 12 point font, as recommended by the CNIB.						Completed	
	Policy will be prepared to establish guidelines to allow the Clerk to remove the Township seal from the Municipal Office to accommodate individuals who cannot attend the office.							Targeted
	Email contact with the Township of South Stormont - Through advertising and various media the Township encourages individuals to subscribe to our monthly electronic newsletter through the info@southstormont.ca email address. This allows individuals who cannot come to the Township Office to access information.				Completed			

**Township of South Stormont ~ 2010 Accessibility Plan**

<b>ADMINISTRATION</b>		<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
<b>Operational Barriers</b>								
	Computer Technology - Standardized use of Adobe PDF for the publication of agenda, minutes etc. on the Township website. This allows people who are visually impaired an opportunity to access the documents using text reading software.			Completed				Review website capabilities are updates required?
	Municipal Election conducted via telephone / internet			Completed				October, 2010 Municipal Election
	Emergency Management Plan - incorporate a safety plan that identifies emergency response requirements to assist individuals with disabilities.				Completed	On-going Review	On-going Review	Review Targeted

**Township of South Stormont ~ 2010 Accessibility Plan**

<b>ADMINISTRATION</b>		<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
<b>Operational Barriers</b>								
	Include additional information added to existing regional online business directory that relates to being an accessible location (this project will relate to municipalities across SDG)							Targeted
	Inclusion of information regarding ODA and disability issues in orientation information prepared for new Council.			Completed				Targeted
	Council Chambers - The Township will provide a microphone for delegations at regular Council meetings.				Completed			
	Annual Defibrillation Training (administrative and recreational staff)	Completed	Updated	Updated	Updated	Updated	Updated	Targeted
	Review of Fees and Charges By-law and Public Notice Policy - ensure there is a provision to provide notice on what admission, if any, would be charged for a support person of a person with a disability.						Completed No charge, as per Accessible Customer Service Policy	

**Township of South Stormont ~ 2010 Accessibility Plan**

<b>ADMINISTRATION</b>		<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
<b>Municipal Office - Physical Barriers</b>								
Stairs to Council Chambers and administration level	New Municipal building; planning complete with ODA compliance in the foreseeable future.							Anticipate moving to new Municipal Office in Spring
Barriers obstructing path of travel (eliminate barriers)								
Washrooms are not wheelchair accessible								
Counter height (reception area)								
Install doorbell at main entrance				Completed				
Installation of two (2) mirrors at main entrance				Completed				
Insulation of pipes in public washroom facilities			Completed					
Installation of L bars in public washroom facilities			Completed					
Uneven path to and from entrance (make provisions to level path)					Completed			
No handicap parking, no handicap signage		Completed						
Research / consider information / visual display system (wayfinding) to provide direction in new Municipal office.								Targeted
Research / consider use of public address system that may cover speakers, background music and intercom system in the new Municipal office.								Targeted

**Township of South Stormont ~ 2010 Accessibility Plan**

<b>FIRE &amp; RESCUE</b>		<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
<b>Physical Barriers</b>								
<b>Long Sault Fire Hall</b>								
	Washrooms are not wheelchair accessible				Completed			Station Location Review (Fire Master Plan)
	No handicap parking, no handicap signage	Completed						
	* Building is not wheelchair accessible * Wheelchairs are able to access the building by means of the bay doors.							
<b>St. Andrews Fire Hall</b>								
	Door widths do not satisfy OBC standards					Research & Design	Building Condition Study Approved	Station Location Review (Fire Master Plan)
	Washrooms are not wheelchair accessible							
	Uneven path to front entrance							
	No handicap parking, no handicap signage	Completed						
	* Building is not wheelchair accessible * Wheelchairs are able to access the building by means of the bay doors.							
<b>Newington Fire Hall</b>								
	Inside door widths do not satisfy OBC standards							Station Location Review (Fire Master Plan)
	Washrooms are not wheelchair accessible							
	Barriers obstructing path of travel							
	No handicap parking, no handicap signage	Completed						
	* Building is not wheelchair accessible * Wheelchairs are able to access the building by means of the bay doors.							
<b>Ingleside Fire Hall - Not accessible to the Public; South Stormont Seniors' Support Centre is in close proximity</b>								Station Location Review (Fire Master Plan)

Township of South Stormont ~ 2010 Accessibility Plan

<b>PARKS &amp; RECREATION</b>		<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
<b>Physical Barriers</b>								
<b>Long Sault Wading Pool and Bathrooms</b>								
	Washrooms are not wheelchair accessible; the Township soccer program has been moved to the park at this location. As such, the demand for handicap washrooms will be greater.							Research & Design Targeted, pending financing
	Pool accessibility							
	Uneven path to front entrance		Completed					
	No handicap parking, no handicap signage	Completed						
<b>Osnabruck Centre Hall</b>								
	Door widths do not satisfy OBC standards	Review to be conducted as to the future of this facility; this building is not in use.						
	Washrooms are not wheelchair accessible							
	Counter height (serving area)							
	Barriers obstructing path of travel							
	No handicap parking, no handicap signage	Completed						
<b>Newington Rink House</b>								
	Uneven path to front entrance - and repair		Completed		Completed			
	No handicap parking/no handicap signage	Completed						
	Barriers obstructing path of travel					Completed		

**Township of South Stormont ~ 2010 Accessibility Plan**

<b>PARKS &amp; RECREATION</b>		<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
<b>Physical Barriers</b>								
<b>Rosedale Terrace - Park building</b>								
Door widths do not satisfy OBC standards	Uneven path to front entrance	This building is not being used.						Building Dept. will review condition (determine future) of Building
No handicap parking, no handicap signage		Completed						
<b>St. Andrews Pool/Pool House</b>								
Install L bars in public washroom facility			Completed					
Insulation of pipes in public washroom facility			Completed					
Building is not wheelchair accessible								Research & Design Targeted, pending financing
Washrooms are not wheelchair accessible								
Pool accessibility								
Uneven path to front entrance			Completed					
No handicap parking, no handicap signage		Completed						

Township of South Stormont ~ 2010 Accessibility Plan

PARKS & RECREATION		2004	2005	2006	2007	2008	2009	2010
Physical Barriers								
<b>Long Sault Arena</b>								
	Insulation of pipes in public washroom facility		Completed					
	Entrance to ice surface area	Completed						
	No handicap parking, no handicap signage	Completed			second handicap parking space installed		2 additional change rooms are being constructed. This will alleviate the need to use the handicap washroom as changeroom	
	A review of all existing handicap access doors will be conducted - are they all working? Is there an appropriate entrance where additional operators should be installed?							Targeted
	A review of potential locations for the addition of street/park furniture will take place. These can be a resting area people who find it hard to walk long distances.							Targeted

Township of South Stormont ~ 2010 Accessibility Plan

PARKS & RECREATION		2004	2005	2006	2007	2008	2009	2010
<b>Physical Barriers</b>								
<b>Farran Park</b>								
A: Administration Building								Lease renewal options limited; no recommendations are suggested at this time.
	Door widths do not satisfy OBC standards							
	Building is not wheelchair accessible							
	Uneven path to front entrance		Completed					
	No handicap parking, no handicap signage	Completed						
B: Shower Facility								
	Door widths do not satisfy OBC standards							
	Uneven path to front entrance		Completed					
	Doors do not open with the direction of exiting traffic							
C: Bathroom Facility								
	Insulation of pipes in public washroom facility		Completed					
	Install L bars in public washroom facility			Completed				
	Door widths do not satisfy OBC standards							
	Washrooms are not wheelchair accessible							
	Uneven path to front entrance		Completed					

**Township of South Stormont ~ 2010 Accessibility Plan**

<b>PARKS &amp; RECREATION</b>		<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
<b>Operational Barriers</b>								
	Recreational Master Plan - The Township has adopted a plan incorporating the desire to strive toward providing programs that highlights the needs of those with disabilities.				Completed		Phase II Completed	
	Identify barriers/develop plans to make sport, recreation and leisure programs available to those individuals with disabilities. This will support initiatives in the Recreation Master Plan.							Targeted
<b>PLANNING</b>		<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
<b>Operational Barriers</b>								
	Approval of SDG Official Plan with inclusion of new barrier-free provisions			Completed				
	Continue to participate with preparation of planning accessible guidelines with the United Counties of SD & G and neighbouring Township for new Comprehensive Zoning By-law				On-going	On-going	On-going	Targeted
	Prepare model handicap parking regulations this is being done as part of Comprehensive Zoning By-law group ~ Consideration will be made for the needs of persons with disabilities and develop standards that facilitate the review of Site Plan, Plan of Subdivision, etc. to accommodate the needs of persons with disabilities.					On-going	On-going	Public Meeting Targeted for Spring

**Township of South Stormont ~ 2010 Accessibility Plan**

<b>PUBLIC WORKS Physical Barriers</b>		<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
<b>Ingleside Wastewater Treatment Facility</b>								
	No handicap parking, no handicap signage	Completed						
<b>Long Sault Wastewater Treatment Facility</b>								
	No handicap parking, no handicap signage	Completed						
<b>Public Works Garage - Not accessible to the Public</b>								
<b>PUBLIC WORKS Operational Barriers</b>		<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
	Review of existing sidewalk construction and repair program to ensure that accessibility features such as curb cuts, ramps, grate design, location and grade elevation are considered with regard to accessibility.						Completed standard established for sidewalk construction	
	Adoption of Policy for the issuance of Township garbage bags at no cost in special circumstances (qualified disabled persons)			Completed				
	The Township will undertake to review level of service for snow removal on approved sidewalks.							Targeted

Township of South Stormont ~ 2010 Accessibility Plan

OTHER		2004	2005	2006	2007	2008	2009	2010
<b>Physical Barriers</b>								
<b>Lost Villages Museum Complex (Multiple Buildings)</b>								
Historical Status								
A: Washroom		Handicap parking spaces and signage - Complete	Uneven path to entrance of buildings - Complete					
B: Log Cabin								
C: School House								
D: Library								
E: Church								
F: General Store								
G: Barber Shop								
H: Train Station								
<b>Raisin River Heritage Centre (St. Andrews Library)</b>								
<b>South Stormont Seniors' Support Centre, Ingleside</b>								
	No handicap parking, no handicap signage	Completed						
	Minimal parking area							An additional parking lot has been constructed in front of the Centre. This will allow persons with disabilities access to the designated parking areas in addition to parking in closer proximity in a safer environment.

Township of South Stormont ~ 2010 Accessibility Plan

OTHER		2004	2005	2006	2007	2008	2009	2010
<b>Physical Barriers</b>								
<b>Senior Citizens Activity Centre, Long Sault</b>								
	Door widths do not satisfy OBC standards						Application for Trillium Funding to paritally renovate has been submitted.	Pending successful receipt of 2009 funding; additional funds will be sought to complete renovations.
	Building is not wheelchair accessible							
	Washrooms are not wheelchair accessible							
	Uneven path to front entrance		Completed					
	No handicap parking, no handicap signage	Completed						
<b>Tourist Booth - Long Sault Parkway Entrance</b>								
	No handicap parking; no handicap signage; two new handicap parking spaces have been established		Completed					