

**ACCESSIBILITY PLAN FOR**

**THE CORPORATION OF THE TOWNSHIP OF TAY**

**SEPTEMBER 2008 – SEPTEMBER 2009**



**450 Park Street**

**Victoria Harbour, Ontario L0K 2A0**

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## **Executive Summary**

The Ontarians with Disabilities Act, 2001 (ODA) was created to improve opportunities for persons with disabilities and to provide for their involvement in the identification, removal and prevention of barriers to their full participation in the life of the Province. The Ontarians with Disabilities Act mandates that each municipality must prepare an annual Accessibility Plan.

This plan has been prepared after consulting with the Works Superintendent and the C.A.O. as well as members of the community.

After review of the plan it was determined that the following items require attention:

- improving access to municipally owned buildings
- ensuring adequate number of designated parking spaces at municipal facilities
- providing fully accessible washroom facilities.

A number of barriers were addressed since the creation of our initial Accessibility Plan. A further review was done in order to incorporate any additional barriers that had not been included within the initial report.

## **Contact Information**

The Corporation of the Township of Tay is located at 450 Park Street in Victoria Harbour. The Mailing address is: 450 Park Street  
PO Box 100  
Victoria Harbour ON  
L0K 2A0

If you have questions regarding the Accessibility Plan please feel free to contact Alison Thomas at (705) 534-7248 ext. 240. You can also reach Andrea by email at athomas@tay.township.on.ca.

## **Objectives**

This report:

- Describes the process by which the Township of Tay will identify, remove and prevent barriers for persons with disabilities
- List the facilities, policies, programs, practices and services the Township will review in the coming year to identify barriers for persons with disabilities
- Describes the measures that will be taken in the coming year to identify, remove and prevent barriers for persons with disabilities
- Describes how the Township will make the Accessibility Plan available to the public.

## **Description of the Township of Tay**

The Township of Tay is located on the shores of Georgian Bay. The Township encompasses the Communities of Port McNicoll, Victoria Harbour, Waubaushene and Waverley. The Township contains acres of prime farm land as well as miles of breathtaking waterfront. Tay Township is surrounded by the Town of Midland, the Township of Oro Medonte, the Township of Springwater and the Township of Georgian Bay.

The population of the Township of Tay is 9,748 based on the results of the 2006 Census. The Township offers many cultural, educational and historical opportunities including St. Marie Among the Hurons, Martyrs' Shrine and The Wye Marsh. Three public elementary schools and one Catholic elementary school are located within the Township. The Township provides three local libraries, two community centers and numerous recreational parks and ball diamonds.

The Township of Tay consists of the following buildings:

- Administrative Building 450 Park Street – Victoria Harbour
- Fire Departments
  - Old Fort Fire Hall
  - Port McNicoll Fire Hall
  - Waubaushene Fire Hall
  - Victoria Harbour Fire Hall
- OPP Community Policing Office
- Libraries
  - Port McNicoll
  - Victoria Harbour
  - Waubaushene
- Community Centers
  - Port McNicoll
  - Victoria Harbour

## **Aim**

This report identifies a number of barriers within the Township in addition to the provision of a strategy for removal of the barriers. It provides for the prevention of barriers for persons with disabilities.

## **Council Commitment to Accessibility Planning:**

The Council of the Corporation of the Township of Tay is committed to:

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

The Council has authorized the Clerk to prepare an Accessibility Plan that will enable Council to meet these commitments.

### **Barrier Identification Process:**

The Works Superintendent and Clerk conducted an informal audit of the municipally owned buildings to determine which items had been completed over the past year and which barriers still exist.

### **Historical Account of Accessibility Achievements:**

Over the past year, the Municipality has endeavoured to increase accessibility for the physically disabled by completing the following:

<b>Barrier</b>	<b>Type of Barrier</b>	<b>Strategy for removal</b>
<b><i>Victoria Harbour Community Center</i></b>	<b><i>290 Park Street</i></b>	
Designated parking space less than 12'10" in width	Physical	Expand existing parking space –
Doors into change room exceed maximum applied force to open	Physical	Remove current door stop b/w bathroom and change room
Entrance Door – handicap accessible button not working due to vandalism	Physical	Drill a hole so staff can reset the switch if needed
No Barrier Free Sign on Washrooms	Communicational	Install Barrier Free Signage
Emergency Exits not barrier free and no signage	Physical/Communicational	Created barrier free emergency exits and installed signage
<b><i>Mackenzie Park</i></b>	<b><i>6 Bergie Crescent</i></b>	
Washroom facet handles no lever	Physical	Replace facet handles
Not barrier free access to washrooms – slight lip	Physical	Slope up to the washroom entrance
<b><i>Victoria Harbour Fire Hall</i></b>	<b><i>266 Park Street</i></b>	
No barrier free signage on washroom	Communicational	Install appropriate signage

<b>Barrier</b>	<b>Type of Barrier</b>	<b>Strategy for removal</b>
Upstairs washroom – needs new taps, install grab bar and barrier free signage	Physical	Installed taps, grab bar and barrier free signage
<b><i>Port McNicoll Library</i></b>	<b><i>715 Fourth Avenue</i></b>	
Lower level washrooms – grab bar, seat height and storage items	Physical	Will continue to review – major expense
<b><i>Victoria Harbour Library</i></b>	<b><i>145 Albert Street</i></b>	
No designated parking space	Physical	Library Relocated & Renovated in 2008 – parking fixed
Washroom not barrier free – door, grab bars, signs	Architectural/Physical	Library Relocated & Renovated in 2008 – washroom fixed
Spacing between shelves less than 2’8”	Physical	Library Relocated & Renovated in 2008 – shelf spacing fixed

**Barriers Identified:**

The following list has been identified by staff and members of the steering committee. These items will be reviewed on a yearly basis and the priority items will be determined for the coming year. The items chosen for completion will be based on the level of urgency, feasibility and budget constraints.

<b>Barrier</b>	<b>Type of Barrier</b>	<b>Strategy for removal</b>
<b><i>Waubauskene Library</i></b>	<b><i>17 Thiffault Street</i></b>	
Front door is less than 2’8” width in open position	Architectural	Will continue to review – major expense
Interior door is less than 2’8” in width	Architectural	Will continue to review – major expense

<b>Barrier</b>	<b>Type of Barrier</b>	<b>Strategy for removal</b>
<b><i>Victoria Harbour Community Center</i></b>	<b><i>290 Park Street</i></b>	
Stage area not barrier free accessible – no ramp	Architectural	Will continue to review – major expense – may require lift \$5-\$10,000
<b><i>Tay Township Municipal Office</i></b>	<b><i>450 Park Street</i></b>	
Reception counter tops too high	Architectural	Item has been deferred due to potential office expansion – Building Renovations Scheduled for 2009
Doors into offices less than 2’8” in width	Architectural	Public can meet in Council Chambers or Vic Kelly Room as both are barrier free – Building Renovations Scheduled for 2009
<b><i>Victoria Harbour Rink</i></b>	<b><i>280 Park Street</i></b>	
Washroom not large enough to accommodate wheelchair	Architectural	Remove the second stall and place lock on the entrance door – leaving only one stall per washroom – widen the main door currently 33” needs to be 33 <sup>1/2</sup> ”
No barrier free signage on washroom	Communicational	Install appropriate signage
<b><i>Mackenzie Park</i></b>	<b><i>6 Bergie Crescent</i></b>	
Insufficient room within washroom	Physical/Architectural	Remove ½ concrete wall and sink moves

		closer to the door
Insufficient grab bars in washroom	Physical	Install a grab bar out of the floor to access toilet
No barrier free signage on washroom	Communicational	Install appropriate signage
<b>Barrier</b>	<b>Type of Barrier</b>	<b>Strategy for removal</b>
<i>Port McNicoll Library</i>	<i>715 Fourth Avenue</i>	
Reception counter top too high	Architectural	Lower a portion of the countertop 34” above the floor with a knee space of 27”
Ramp to lower level meeting room exceed slope of 1 in 12	Architectural	Proper ramp may not work in this area – not a priority as area is for meeting room purposes only (other barrier free facilities available for meetings)
Threshold into kitchen exceeds 1/2” in height	Physical	Not a priority as Kitchen downstairs for staff use only
Washroom on main floor not barrier free	Physical	Install taps, grab bar and barrier free signage
<i>Sunset Diamond Building</i>		
Washrooms not barrier free	Physical/Architectural	Remove one stall shell, install taps and barrier free signage
<i>OPP Community Policing Building</i>		
Front entry door too narrow	Architectural	Not a priority – majority of people call the police they would not drop in

<b>Barrier</b>	<b>Type of Barrier</b>	<b>Strategy for removal</b>
<b><i>Port McNicoll Community Center</i></b>	<b><i>560 Seventh Avenue</i></b>	
Stage area not barrier free accessible	Architectural	Will continue to review – problem due to size of ramp and lack of storage
Washroom not barrier free	Physical/Architectural	Adjust partition to allow proper doors, taps and bars and barrier free signage
<b><i>Talbot Park Rink Building</i></b>	<b><i>538 Calvert Street</i></b>	
Existing washroom stalls may be too small to accommodate a wheelchair	Architectural	Remove stalls and 2nd toilet create one large bathroom – install lock on outside door –
<b><i>Waverley Building</i></b>	<b><i>1049 Truax Lane</i></b>	
Existing washroom stalls may be too small to accommodate a wheelchair	Architectural	Remove stalls and 2nd toilet create one large bathroom – install lock on outside door
<b><i>Township By-Laws, Policies, Programs, Services</i></b>		
Parking By-Law	Communicational	Planning will incorporate into zoning By-law in 2007
Township Website not accessible to persons with eye impairments	Communicational	Create a text only version – currently reviewing new programs

Barrier	Type of Barrier	Strategy for removal
Phone System for hearing impaired	Communicational	TTYD only required at one end currently accessible if incoming call comes through TTYD Operator
Sidewalks varied conditions	Physical	Clear boundaries could be used to show changes in elevation – delineation marks
Purchasing By-law	Communicational	Add statement that accessibility standards must be considered when making purchases

**Barriers To Be Addressed In 2008/2009:**

After reviewing the above noted items it became apparent that the priority items be dealt with ensuring that buildings are accessible to persons with disabilities.

Although there are a number of other items that have been identified the above noted items are the ones that will be concentrated on in the next year of this plan.

**Review and Monitoring of the Process:**

This plan will be reviewed annually to determine any additional barriers as well as deciding which barriers will need to be addressed for the year. The areas of Township By-Law's, policies, programs and services will continue to be added to throughout the year. By continuing to review and update this plan on a yearly basis the Township of Tay will move one step closer to the removal of all barriers for persons with disabilities.

**Communication of the Plan:**

This plan will be available for review at the Township Office building located at 450 Park Street in Victoria Harbour or on the Township's web site. Every effort will be made in order to make this plan accessible to all parties who are interested in viewing.