



**THE CORPORATION OF THE
TOWNSHIP OF SCHREIBER**

ACCESSIBILITY PLAN

2020

G-2020-3

**Submitted to
Mayor and Council
Township of Schreiber**

**Prepared by
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Executive Summary

The purpose of the Ontarians with Disabilities Act, 2001 (ODA) is to improve opportunities for people 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. To this end, the ODA mandated that each Municipality prepare an annual Accessibility Plan.

This plan was prepared by the Schreiber Accessibility Advisory Committee. The plan describes the measures the municipality has taken in the past, and the measures the municipality will take in the upcoming year to identify, remove and prevent barriers to persons with disabilities. The plan focuses on improving access to municipal facilities and services for the public and employees of the Corporation of the Township of Schreiber.

The municipality has undertaken several initiatives to reduce physical barriers in the community inclusive of reviewing and remedying availability of “Designated Disabled” parking spaces, electronic door mechanisms (Municipal Office, Recreation Complex, Schreiber Arena Complex, Schreiber Public Library) and access ramps (Municipal Office and Schreiber Public Library). The municipality will continue to pursue additional door mechanisms for its other facilities, reduction of accessibility barriers in the construction of new infrastructure, and inclusion of consideration toward disability barriers in the development of municipal policy and regulations.

The administration identified various barriers to persons with disability throughout the development of this plan. Administration recommends the consistent review, identification, and resolution for barriers to access for persons with disabilities within the municipal environment.

I. AIM

The aim of this plan is to set the framework from which the municipality will identify, prevent and remove (where possible) barriers to persons with disabilities who utilize the facilities and services of the municipality.

II. OBJECTIVES

The Objective of this Plan is to:

1. Describe the process by which the municipality will identify, remove and prevent barriers to persons with disabilities.
2. Review prior initiatives taken toward the identification, prevention and removal of barriers to persons with disabilities.
3. List the facilities, services, policies and municipal legislation that the municipality will review to identify barriers to persons with disabilities.
4. Describe the measures the municipality will take to identify, prevent and remove barriers to persons with disabilities.
5. Describe how the municipality will make this Accessibility Plan available to the public.

III. DEFINITIONS

Barrier - A “barrier” is anything that stops a person with a disability from fully taking part in society because of that disability. Some barriers include:

- Physical barriers – e.g., a step at the entrance to a store;
- Architectural barriers – e.g., no elevators in a building of more than one floor;
- Information or communications barriers – e.g., a publication that is not available in large print;
- Attitudinal barriers – e.g., assuming people with a disability cannot perform a certain task when in fact they can;
- Technological barriers such as traffic lights that change too quickly before a person with a disability has time to get through the intersection; and,
- Barriers created by policies or practices – e.g., not offering different ways to complete a test as part of job hiring.

Disability - The following is the same definition as used in the Ontario *Human Rights Code*.

A “disability” is:

- (a) Any degree of physical disability, infirmity, malformation or disfigurement caused by bodily injury, birth defect or illness and includes, but is not limited to:
 - Diabetes mellitus;
 - Epilepsy;
 - A brain injury;
 - Any degree of paralysis;
 - Amputation;
 - Lack of physical co-ordination;

- Blindness or visual impediment;
 - Deafness or hearing impediment;
 - Muteness or speech impediment; or
 - Physical reliance on a guide dog or other animal, or on a wheelchair or other remedial appliance or device;
- (b) A condition of mental impairment or a developmental disability;
- (c) A learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- (d) A mental disorder; or
- (e) An injury or disability for which benefits were claimed or received under the insurance plan established under the *Workplace Safety and Insurance Act, 1997*.

Note: For other definitions, please refer to section 2 of the *Ontarians with Disabilities Act, 2001*.

IV DESCRIPTION OF TOWNSHIP OF SCHREIBER

VISION STATEMENT

Our vision is growth for our community. To do this, we will pro-actively:

- Promote and enhance the unique Schreiber experience
 - Pursue new opportunities
 - Establish strategic alliances
- Position Schreiber to act on opportunities in keeping with our quality lifestyle.

MISSION STATEMENT

To respond to community needs and provide services with pride and respect in a friendly manner, to the best of our abilities

Our Municipal departments provide reliable, high-quality services to Schreiber and its residents. We work hard to maintain a superior quality of life for our residents, providing a high standard of accessible services. **This plan is a commitment from Mayor and Council and provides a roadmap that Council and Administration can build on together**, in partnership with the community to ensure a progressive future for our Municipality.

The Township owns and/or operates a number of facilities, including Municipal Offices (Gymnasium, Senior Centre), Recreation Complex (workout facilities, meeting rooms, hall venue), Arena Complex (Arena, Youth Centre), Discovery Centre and Fire Hall, Public Library, Cemetery, Parks (Mallory's) and the Beach.

V FORMER INITIATIVES – BARRIER REMOVAL

The municipality remains proactive in the initiatives taken to remove accessibility barriers within the community.

Example of Former Initiatives include:

- Ramp installation at Municipal Office and Public Library;
- installation of mechanical doors at the Municipal Office, Public Library, Recreation Complex, and Arena Complex;
- Establishment of an Accessible Customer Service policy;
- Establishment of an Accessibility Advisory Committee
- Training staff, contractors, policymakers, and volunteers on providing accessible customer service;

VI ANNUAL SITE AUDITS – MUNICIPAL FACILITIES/SERVICES/POLICY(PROCUREMENT)/LEGISLATION

Municipal Staff will conduct site audits of municipally-owned buildings and infrastructure for the purpose of identifying barriers that may impose restrictions on persons with disabilities. Additionally, Municipal staff will conduct informal audits of the municipality’s services, policies and legislation for the purpose of identifying barriers that may impose restrictions on persons with a disability.

VII BARRIERS TO BE ADDRESSED

The Township of Schreiber will attempt to conduct research, evaluation and the amendment of policy as it pertains to procurement, and legislation as it pertains to the construction of new facilities and accessible parking. In addition, barriers of a physical nature imposing restriction of mobility will be researched and evaluated with a view to forwarding recommendation to Council and Staff on measures to remedy or remove identified barriers.

Annual priorities are outlined in Schedule “A”. For 2020, the focus will be to ensure the Township is continuing to meet its obligations to comply with the Customer Service Regulation and to conduct an accessibility audit to assist with future planning as there are no indications as to which standard (built environment, employment, information and communication, transportation) is the next to be released.

VIII PLAN EVALUATION – PROGRESS MONITORING

In compliance with the “Ontarian’s with Disabilities Act 2001”, the Township of Schreiber is committed to maintaining a comprehensive and up-to-date Accessibility Plan. The plan will be updated annually for presentation to and approval of Council. Municipal Staff and the Accessibility Advisory Committee are committed to a structured review of barriers that restrict the quality of life of persons with disability and communication of the findings to Council on an annual basis in concert with the annual submission of the Annual Accessibility Plan.

IX COMMUNICATION OF THE PLAN

The Accessibility Plan will be presented to Council on an annual basis for approval of Council. Once approved, the plan will be posted for public review in the Municipal Office, Public Library, and on the Municipal web site www.schreiber.ca

SCHEDULE “A”
2020 ACCESSIBILITY BARRIERS

| Requirement | Steps | Timeline |
|--|--|--|
| 1. Ensure continued compliance with the Accessible Customer Service policy | (a) Ensure policies, practices and procedures are consistent with principles in the customer service standard (dignity, independence, integration, equality of opportunity) (b) Ensure training is conducted per policy (c) Ensure feedback process is followed (d) Ensure notification is given in the case of temporary disruptions | On-going |
| 2. Conduct compliance audit | (a) Train staff to conduct audit (b) Prepare internal audit schedule (c) Start conducting formal internal audits | (a) First quarter of 2021 (b) Third quarter of 2021 |
| 3. Renovation of the Municipal Office and Recreation Complex to include accessibility requirements | (a) All washrooms will meet accessibility standards (b) Entrances to the Municipal Office, Seniors Complex and Recreation Complex will have barrier-free access | Completion expected by September 2021. |
| 4. Downtown Revitalization Project to include accessible parking and sidewalks | (a) New accessible parking will be addressed along with accessible access to downtown sidewalks and businesses | Completion expected by September 2022. |