



TOWN OF SAUGEEN SHORES

**MULTI-YEAR  
ACCESSIBILITY  
PLAN**

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## **MISSION STATEMENT**

“In order to manage the identification, removal and prevention of barriers in a consistent manner, the Town of Saugeen Shores will endeavor to achieve change over time, within municipal budgets and priorities, by adopting a phased in approach in the Multi-Year Accessibility Plan for the Town of Saugeen Shores.”

## **COMMITMENT TO ACCESSIBILITY PLANNING**

Improving accessibility is important for all residents of Saugeen Shores. It is not only important, but it is the right thing to do given that approximately 15 per cent of Ontarians have a disability, and this number will increase as the population ages.

The Town of Saugeen Shores is committed to:

- The continual improvement of access to facilities and services for people with disabilities.
- The participation of people with disabilities in the development and review of its annual accessibility plans.
- The provision of quality services to all members of the community with disabilities.

## **DEFINITION OF DISABILITY**

“Disability” means:

- (a) any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes 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*; (“handicap”)

## **JURISDICTION OF THE PLAN**

The Plan referred to in this document is under the jurisdiction of the Council of the Corporation of the Town of Saugeen Shores.

The Municipal Office is located at 600 Tomlinson Drive, Port Elgin with the following methods to contact:

**Mail:**

Town of Saugeen Shores  
P.O. Box 820  
PORT ELGIN, Ontario  
N0H 2C0

**Telephone:**

519-832-2008

**Fax:**

519-832-2140

**Website:**

[www.saugeenshores.ca](http://www.saugeenshores.ca)

The Municipal Contact person for The Plan is the Deputy Clerk for the Corporation of the Town of Saugeen Shores who can be reached at the above or by email at: [edwardst@saugeenshores.ca](mailto:edwardst@saugeenshores.ca)

The Town of Saugeen Shores is located on Provincial Highway No. 21 in the County of Bruce and has a population of approximately 11,500. The Town consists of the communities of Port Elgin and Southampton and is surrounded by Saugeen Township. Saugeen Shores is one of eight lower tier municipalities in the County of Bruce.

The following is a list of contacts by Department who can be reached as set out below:

<b>Chief Administrative Officer</b>	Larry Allison	832-2008	Ext 103
<b>Clerk</b>	Linda White	832-2008	Ext 104
<b>Deputy Clerk</b>	Tracey Edwards	832-2008	Ext 105
<b>Treasurer</b>	Sue Dent	832-2008	Ext 109
<b>Chief Building Official</b>	Bart Toby	832-2008	Ext 116
<b>Director of Public Works</b>	Len Perdue	832-2008	Ext 123
<b>Director of Community Services</b>	Jayne Jagelewski	832-2008	Ext 126
<b>Small Business Consultant</b>		832-2082	

Persons listed above can be contacted by email by typing in lower case letters, their last name, first initial plus @saugeenshores.ca

Note the phone number and email address for the following:

<b>Police Chief</b>	Dan Rivett	832-9200 saugeenshorespolice@bmts.com
<b>Fire Chief</b>	Phil Eagleson	389-6120 shores.fire@bmts.com

## **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.

Under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA), all municipalities have a legal obligation to prepare Multi-Year Accessibility Plan. This document has been revised to now represent a Multi-Year Accessibility Plan. In addition, the plan was recently updated to reflect the Ontario Regulation 191/11, Integrated Accessibility Standards regulation requirements.

A Sub-Committee of the Accessibility Advisory Committee of the Town of Saugeen Shores visited municipal facilities with the highest public use and some of the municipal parks to identify barriers to people with disabilities. The Sub-Committee was comprised of appointed Municipal staff, being, the Parks & Facilities Supervisor, the Deputy Clerk and 3 members of the Accessibility Advisory Committee.

The Accessibility Advisory Committee identified a number of barriers and will continue to make recommendations to improve and/or eliminate these barriers. The most significant findings were that while many facilities can accommodate wheelchair accessibility, certain renovations or alterations will be required to become fully accessible. Over the next few years, the Accessibility Advisory Committee recommends focusing on these facilities which restrict access or use on a day-to-day basis.

The Accessibility Standards produced by the Ministry of Communities and Social Services are as follows:

### **Customer Service Regulation 429/07**

The Accessibility Standards for Customer Service came into force on January 1, 2008. The standard applies to all organizations in Ontario that provide goods and services to the public or to other businesses that have one or more employees. These standards address business practices and training needed to provide better customer service to people with disabilities.

The Town will continue to focus on providing policy, training support and continue to improve services and programs to meet these regulations.

### **Integrated Accessibility Standards (Regulation 191/11)**

Under the AODA, Ontario Regulation 191/11, entitled, “Integrated Accessibility Standards” (Regulation), came into force on July 1, 2011. This Regulation establishes accessibility standards for **Information and Communication, Employment, and Transportation**.

Some of the requirements are: developing policies to ensure that our communication is accessible to people with disabilities; ensuring we are able to provide information in a format that considers an individual’s disability; ensuring that our website is compliant with applicable standards; and developing policies on ensuring potential employees with disabilities receive appropriate accommodations during the recruitment phase.

The Integrated Standard will be implemented in phases according to its staggered compliance deadlines.

### **Information and Communications**

Information and communications are a large part of the Town’s daily business. It is because of this that it is so important to ensure that information and communications are created and presented in a way that considers accessibility.

The Town will follow universal design principles and best practices when developing, implementing and maintaining information and communications strategies and products. This includes websites and print communications materials as well as face-to-face interactions.

The Town is committed to ensuring that information and communications are available and accessible to people with disabilities. The Town will make reasonable efforts based upon the needs of the community and upon request within the constraints of being a small rural Town. For the purposes of this policy reasonable efforts by the Town shall be based on the frequency of indications for needs of service, the availability of the service requested, the

relative cost compared to the overall Municipal budget, best practices recognized by similar rural municipalities and Provincial regulation.

### **Employment**

The requirements set out under the Employment Standard apply to paid employees. Through this Standard employers are mandated to provide for accessibility throughout the entire employment cycle. Incorporating accessibility into all facets of the employment process benefits everyone by broadening the talent pool and assisting employers in supporting and maintaining a skilled workforce.

### **Transportation**

Access to transportation is needed for going to work or school, shopping and other aspects of daily life. This standard is to address aspects of accessible public transportation such as buses or taxis.

### **Built Environment**

The Accessible Built Environment Standard will be the fifth and final standard. This standard has been released in draft form and there is no set date as to when it may be approved by the Lieutenant Governor in Council. This standard is intended to help remove barriers in buildings and outdoor spaces for persons with disabilities.

The focus is to be on built public open spaces and streetscape elements as well as building elements in a range of occupancies. Occupancies may include, but are not limited to, business and industrial occupancies, multi-residential occupancies, hotels, motels, assembly occupancies such as theatres, recreational facilities, interior and exterior transportation infrastructure (boarding platforms, facilities, bus stops, etc.). In accordance with these Terms of Reference and the Act, the proposed accessibility standard will set out the policies, practices or other requirements for the identification and removal of barriers with respect to the built environment for persons with a range of disabilities and establish mandatory implementation dates.

### **SAUGEEN SHORES' ACCESSIBILITY ADVISORY COMMITTEE (AAC)**

The Town of Saugeen Shores, having a population of over 10,000, has established an Accessibility Advisory Committee to advise Council each year about the preparation, implementation and effectiveness of The Plan.

The majority of members of the Committee are persons with disabilities appointed by Council in accordance with the Town of Saugeen Shores Procedural By-law. The membership of the Committee is seven (7) members of the public, one Council representative and one alternate member of Council. The Deputy Clerk of the Town of Saugeen Shores is the Recording Secretary and resource person to the Committee.

They meet on a monthly basis along with special on site meetings. All members of the AAC have attended specific training dealing with the AODA. The AAC also receive orientation training from the Deputy Clerk regarding procedural matters dealing with meetings of the Committee and reporting to Council. This Committee is appointed for 2 years.

The Deputy Clerk is the contact person identified to handle inquiries related to accessibility that can inform the public of the plan, provide copies and direct persons to the appropriate department for follow up.

The duties of the Committee include:

- Advise Council each year about the preparation, implementation and effectiveness of the Accessibility Plan.
- Comment and review Site Plans as soon as practical.
- Advise Council regarding accessibility for buildings, structures, premises, or parts of building, structure or premise that:
  - (a) the Council purchases, constructs or significantly renovates,
  - (b) for which the Council enters into a new lease, or
  - (c) that a person provides as municipal capital facilities under an agreement entered into with the Council in accordance with Section 210.1 of the Municipal Act.

And, advise Council on any By-laws, programs, policies, practices and services that affect persons with disabilities.

Therefore, in general, the Committee Review should include but is not limited to the following:

- Site Plans and Building Plans of existing municipal buildings
- Existing municipal by-laws
- Business licensing
- Significant renovations
- Leased facilities or any other facility used as a municipal building
- Municipal capital facilities under the Municipal Act
- Goods and services provided by the Town or agents providing services under contract with the Town
- Employment practices and accommodations
- Communications and publications
- External service providers
- Planning practices
- Current capital plan
- Operational policies
- Accessibility of meetings
- Identifying whether people with disabilities are involved in the decision making process
- Investigate funding opportunities

## **HISTORY OF INITIATIVES TO IDENTIFY, REMOVE AND PREVENT BARRIERS**

A “barrier” means 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, an informational or communications barrier, an attitudinal barrier, a technological barrier, a policy or a practice.

People with disabilities may face unnecessary barriers almost everywhere: at home, at work, at school, in parks, in recreational facilities, in the streets, in theatres, in stores and restaurants and in municipalities.

The following are examples of types of barriers that may exist in Saugeen Shores:

<b><u>Barrier Type</u></b>	<b><u>Examples</u></b>
<b>Architectural</b>	A hallway or door that is too narrow for a wheelchair or scooter or lack of ramps or ramps with improper grade for access.
<b>Attitudinal</b>	A recreation program which can inadvertently discriminate and/or discourages persons with disabilities from participating.
<b>Communication</b>	A Professor who talks loudly when addressing a person with a hearing disability or lack of sensitivity training for front counter Staff to identify persons with disabilities.
<b>Informational</b>	Typefaces that are too small to be read by persons with low vision.
<b>Physical</b>	A door knob that cannot be operated by any person with limited upper mobility.
<b>Policy / Practice</b>	A practice of announcing important messages over an intercom that persons with hearing impairments cannot hear clearly. Lack of Human Resources policy with respect to hiring persons with disabilities.
<b>Technological</b>	Information on municipal web site, which cannot be accessed by a person who is blind who has reading software for a computer.

## **MONITORING PROCESS**

In order to ensure that the targets established to address the removal of barriers are completed, annual reviews will be conducted by the Accessibility Advisory Committee.

The Multi-Year Accessibility Plan for the Town of Saugeen Shores shall be for a 5 year period beginning January 1<sup>st</sup> 2013 to December 31<sup>st</sup>, 2017. It is anticipated that the Plan will be updated at least once during the 5 years. Any outstanding and new issues will be brought forward prior to the Annual Budget review.

Appendix 'A' includes the program with respect to the areas identified within the Legislation and Regulations and will be updated as needed.

Appendix 'B' summarizes the results of the review of the municipal facilities undertaken by the Committee to date. Appendix 'B' will be reviewed and amended when reviews of additional facilities are completed, work is undertaken or additional information regarding the implementation of the Built Environment regulations is obtained

## APPENDIX “A”

### MULTI-YEAR PLAN

#### Customer Service

<b>PROGRESS</b>		<b>TIME FRAME</b>
1.	Establish policies, practices and procedures on providing goods and services to people with disabilities	Completed
2.	Train staff, Council and Volunteers on how to serve people with disabilities. Part or continued orientation. Purchased new Traintrack to maintain attendance.	Ongoing
3.	Allowing people with disabilities to bring their support person or service animal with them	Ongoing
4.	Communicating with a person in a way that respects their disability	Ongoing
<b>FUTURE ACTIVITIES</b>		
1.	Update accessible training.	Complete
2.	Review policies to ensure up to date and for compliance.	Ongoing

#### Information and Communication

<b>PROGRESS</b>		<b>TIME FRAME</b>
1.	Emergency Preparedness pamphlets compiled for a variety of disabilities.	Completed
2.	Updating and combining Accessibility Plan to a Multi-Year Accessibility Plan	Completed
3.	Ensuring documents are available in an alternate format, upon request	Ongoing
4.	Review and update the Municipal Multi-Year Accessibility Plan every year.	Ongoing
5.	Update Purchasing By-law with regards to accessibility criteria.	Completed
<b>FUTURE ACTIVITIES</b>		
1.	Website redesign in accordance with WCAG 2.0 and meets accessibility standards	Completed
2.	Webcast Council Meetings to provide greater accessibility to the meetings	Completed
3.	Developing a training strategy to ensure that staff has the knowledge, tools and technical advice to create accessible materials.	Ongoing
4.	Reviewing current processes to receive feedback from the public.	Completed
5.	Reviewing current processes on how public can request an alternate format.	Completed
6.	Amended purchasing procedure to ensure that third party contractors are familiar with the Accessibility for Ontario with Disabilities Act, 2005 (AODA) requirements.	Completed
7.	Training under the Integrated Accessibility Regulation by 2014	Completed/Ongoing
8.	Facility Emergency and Public Safety information pertaining to each Municipal facility posted.	Ongoing

9.	Train Staff on making accessible documents.	Completed/Ongoing
10.	Accessible Format request to be developed and posted on website.	Completed
11.	Review all signage and install new signage with larger font and contrast colours where needed	Ongoing
12.	Review Multi-Year Facility Plan annually with the Accessibility Advisory Committee.	Ongoing

## Employment

PROGRESS		TIME FRAME
1.	Understanding employer obligations to provide employment accommodations.	Ongoing
FUTURE ACTIVITIES		
1.	Develop employee individual accommodation plan template for employees with disabilities.	Completed
2.	Train relevant staff on the Human Rights Code as it pertains to persons with disabilities.	Complete
3.	Ensure job advertisements specify that accommodation is available for job applicants with disabilities, if applicable	Complete
4.	Keep employees up to date on changes to policies.	Ongoing
5.	Identifying and removing barriers in the workplace.	Ongoing
6.	Enhancing workplace emergency responses through individualized emergency response information and assistance as required.	Ongoing
7.	Developing a guide, tools and templates to remove barriers from the recruitment process.	Completed
8.	Have policies in place for employees returning to work after being away with a disability.	Completed
9.	Have policies in place that take into account the accessibility needs of employees with disabilities during the performance process.	Ongoing to meet needs of the individual

## Transportation

PROGRESS		TIME FRAME
1.	Each Taxi License is issued with the condition that no extra fee be charged to a person with a disabilities. As well, each cab is equipped with an identification plate that is placed on the rear bumper.	Completed
2.	Ensure specialized transportation service providers are aware of the AODA and Regulation requirements.	Ongoing
FUTURE ACTIVITIES		
1.	Monitor accessible transportation to ensure meeting the needs of residents of the Town of Saugeen Shores and compliance with legislation.	Ongoing

## Built Environment

<b>PROGRESS</b>		<b>TIME FRAME</b>
1.	Accessible playground in Southampton.	Completed
2.	Municipal building exterior steps and ramp edges be highly coloured contrasted for easy visibility.	Ongoing
3.	Any new Site Plan Control and Subdivision Plans be reviewed by the Accessibility Advisory Committee to ensure barrier-free requirements are identified.	Ongoing
<b>FUTURE ACTIVITIES</b>		
1.	Pamphlet to attach to Building Permits, advising of Legislation	2016
2.	Comprehensive Accessibility Assessment of Municipal facilities with high public use. Southampton Coliseum and Curling Club done in 2015.	5-10 years
3.	All other facilities assessments by the AAC.	Completed
4.	Accessible washroom at the Southampton Fire Hall.	2-5 years (based on funding)
5.	Accessible Trail around Fairy Lake.	2-5 years (based on funding)
6.	Review recreational parks and trails.	2-5 years
7.	Review all outdoor play spaces.	2-5 years
8.	Exterior paths of travel like sidewalks, ramps, stairs.	5-10 years
9.	Accessible rest areas and washroom facilities.	5-10 years
10.	Accessible parking on Municipal Streets and Town owned properties to be reviewed. Additional handicapped parking will be provided where required.	2-5 years
11.	Accessible upgrades to the High Street and Victoria Street intersection.	Completed
12.	Audible traffic lights and pedestrian cross walks as part of new installations, if warranted.	Ongoing
13.	Accessible intersections in the downtown	Ongoing

## APPENDIX “B”

### **TARGETS AND ACTIONS AND REVIEW DATES**

Members of the Accessibility Committee undertook site inspections of the following facilities and by applying common knowledge of the committee members and generally accepted accessibility principles, the committee members identified a number of potential accessible barriers. It is recognized that until the Built Environment Standard is adopted or the Building Code Act is amended, the barriers identified are only suggestions as the facilities need only to comply with the current Building Code Act. The Committee’s audit highlights the existing barriers that warrant further review.

Targets need to be set to help establish when these barriers will be addressed or actions taken to address preventative measures. This section organizes the targets and actions according to Department as set out in the resources available. Under the following headings there may be numerous barriers and the corrective measures may be grouped together into one section.

Municipal Staff of the Town of Saugeen Shores conducts its policy setting and recommendations to Council through a Management Team setting. For the first year of The Plan, the Actions Resources and Targets set out below will be referred to the appropriate Department for action as the Committee goes through The Plan. An internal tracking system will be kept for status of each of the Actions identified in The Plan and will be reviewed by the Management Team in consultation with the Saugeen Shores Accessibility Advisory Committee. Targets are to be completed based on priorities and budget allocations.

#### **Facility: Chamber of Commerce Building – 559 Goderich Street**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	No curb cut from accessible parking	Create curb cut	1-2 Years
Physical	Lip on edge of sidewalk	Eliminate or reduce lip	2-5 Years
Physical	Entrance not accessible	Barrier free entrance	1-2 years
Physical	Lip at front entrance	Eliminate or reduce lip	1-2 years
Architectural	Counter Height	Lower counter or install separate counter area	2-5 Years
Architectural	Emergency exit has step	Ramp exit	2-5 Years
Physical	Staff area, storage room and washroom not accessible	Renovate Staff areas	5-10 Years

**Facility – Small Business Enterprise Centre – 559 Goderich Street**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Entrance to Centre narrow	Widen entrance	2-5 Years
Architectural	Counter not accessible	Lower counter height or install lower counter area	Completed

**Facility – Chamber’s Port Elgin Outdoor Accessible Washroom – 559 Goderich Street**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Interior button not working	- Repaired button - <b>Replace front door with automatic openers</b>	Completed

**Facility – Port Elgin Trailer Park Office – 584 Bruce Street**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Walkway to office not easily accessible (asphalt – gravel – patio stones – wood decking)	Require smoother, constant surface	5-10 Years
Physical	Office not accessible	Renovation required	5-10 Years

**Facility – Port Elgin Trailer Park Main Washroom – 584 Bruce Street**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Unable to access facility	Widen door width	1-2 Years
Physical	Inaccessible facilitate	Complete renovation or build new	5-10 Years

**Facility – Port Elgin Beach House Washroom – 632 Harbour Street Committee Priority 1**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	2 door entrance system and both not accessible	Barrier free entrances	5-10 Years
Physical	Large stall not large enough	Recommend a family/handicapped washroom - <b>Removed entrance doors as an interim measure</b>	5-10 Years
Physical	No change table	Install change table	5-10 Years

<b>Physical</b>	<b>Amenities not accessible</b>	- installed tilted mirrors, grab bars and new counter at accessible height - lowered dispensers	<b>Completed</b>
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**Facility – Port Elgin Harbour Main Office – 110 Elgin Street**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	Entrance 2 door system with a lip	One door system and barrier free	5-10 Years
Physical	Lip at entrance not identified	Mark or paint lip so it is visible	1-2 Years
Physical / Communication	Counter Height	Lower a section of counter	5-10 Years
Physical	Difficult to maneuver in staff area	Make more accessible	5-10 Years

**Facility – Port Elgin Harbour Washrooms – 110 Elgin Street**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	Washroom not accessible	One family/accessible washroom	5-10 Years

**Facility – BMTS Washroom – 583 Green Street**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	Lip at entrance	Remove lip	1-2 Years
<b>Physical</b>	<b>No grab bars</b>	<b>Install grab bars in both washrooms</b>	<b>Completed</b>
<b>Physical</b>	<b>Amenities not accessible</b>	- remove skirt in front of sink - installed lever taps - lowered dispensers - installed tilted mirrors	<b>Completed</b>

**Facility – Airport Office – 5009 Highway 21**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	Ramp too steep	Construct new ramp with proper slope	completed
Physical	Entrance too narrow	Enlarge entrance	5-10 Years
Physical	Lip at entrance	Remove lip	5-10 Years
Architectural	Counter too high	Lower section of counter	5-10 Years
Physical	Washroom not accessible	<b>Renovation of washroom to make accessible</b>	<b>Completed</b>

Architectural	Rear entrance not accessible	New sign at rear to indicate front entrance accessible	completed
<b>Informational</b>	<b>No directional signage to ram</b>	<b>Install new sign at rear, to indicate front entrance is accessible</b>	<b>Completed</b>

**Facility – Arlington Shop – 741 Market Street**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Lip at entrance	Remove lip Paint brightly in interim	1-2 Years
Physical	Washroom not accessible	- <b>Removed stalls</b> - <b>Installed grab bars</b> - <b>Lowered dispensers</b> - <b>Installed tilted mirror</b> - <b>Change taps to levers</b>	<b>Completed</b>
Architectural	Lunchroom on 2 <sup>nd</sup> floor	Have lunch room on 1 <sup>st</sup> floor Picnic table & chairs on 1 <sup>st</sup> floor	complete

**Facility – Municipal Office – 600 Tomlinson Drive**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Staff washrooms not accessible	Renovation required	5-10 Years
Physical	Lunch room on second floor	Add kitchen equipment to Council kitchen	2-5 Years

**Facility – River Street Trail Washroom – 712 River Street**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	No accessible picnic tables	Place accessible picnic table in sitting area	Complete
Physical	Emergency Lock exit button not noted	Signage with emergency lock procedure	Complete

**Facility – Concession 10 Washroom - 345 Concession 10**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Urinals too high	Lower urinals	2-5 Years
Physical	Mirrors not accessible	Tilt mirrors	<b>Completed</b>
Informational	No sign on road indicating washroom is accessible	Install wheelchair symbol on the road sign	1-2 Years

Physical	Dispensers too high	Lower dispensers	Completed
Physical	No fold down bar	Install fold down bar	Completed

**Facility – Southampton Boathouse – 26 Albert Street S**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Entrance not accessible	- Widen entrance - Remove step	5-10 Years
Physical	No outdoor lighting	Install outdoor lighting	2-5 Years
Physical	Door not visible	Door needs to be a contrast colour of building	1-2 Years
Physical	Bathroom not accessible	- Lower height of amenities - Change taps to lever style	5-10 Years
Physical	Kitchenette not accessible	- Lower counters	5-10 Years

**Facility – Town Hall Public Washrooms – 201 High Street**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Washroom and amenities are not accessible	Remove stairs and install ramp, or Provide another accessible washroom	5-10 Years
Physical	No outside lighting	Install outside lighting	5-10 Years

**Facility – Millard Blvd Washrooms – 49 High Street**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Amenities not accessible	- lower amenities - install grab bar - install tilted mirror	Completed

**Facility – Chanty View Washroom – 1 Chantry View Drive**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Ladies washroom not accessible	Renovation required	5-10 Years
Physical	Men's Washroom not accessible	Renovation required	5-10 Years

**Facility – Long Dock Washrooms – 1 Beach Road – Committee Priority #2**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	Ladies washroom not accessible	Renovation required or add one family/accessible washroom	2-5 Years
Physical	Men’s Washroom not accessible	Renovation required	2-5 Years
Physical	No outdoor lighting	Install exterior lighting	Complete
Physical	Only one accessible parking space in lot	Add one additional parking space	1-2 years
Physical	Large vent fan too low	Relocate vent fan	1-2 years
Physical	Curbs not painted	Paint curbs	1-2 years

**Facility – Southampton Tourist/Trailer Camp – 274 Lake Street**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	One accessible washroom for entire camp	<ul style="list-style-type: none"> <li>- Washroom needs signage on door and bathroom symbols</li> <li>- Recommend another accessible washroom</li> </ul>	1-2 Years
Physical	Office not accessible	Renovation required	2-5 Years

**Facility – Gobles Grove Washroom – 297 Saugeen Beach Road – Committee Priority #3**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	No indication of end of walkway	Extend sidewalk – New boardwalk built from parking lot to washroom and then to beach.	completed
Physical	Washroom not accessible	Renovation required. Propose convert change areas into a single family/handicap washroom	5-10 Years

**Facility – Pierson Washroom – 639 Peirson Avenue**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	Path to washroom stops	Extend path to both washrooms	2-5 Years
Physical	Washroom not accessible	Renovation required	5-10 Years

**Facility – Port Elgin Fish Station – 798 Stevens Street**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Table to high	Add a lower table in fish station	2-5 Years
Physical	Door key	Push button with door key pads. New Key faub system installed.	Completed

**Facility – Northshore Pavilion – 800 Stevens Street – Committee Priority #4**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Pavilion is not accessible to paved trail	Install walkway	2-5 Years
Physical	Step at entrance	Raise entrance to meet pavilion floor	1-2 Years
Physical	Pavilion is not accessible to road	Install walkway or sidewalk	2-5 Years

**Facility – Southampton Library – 215 High Street**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Architectural	Library not accessible	Recommend complete renovation of entire Library	5-10 Years

**Facility – Southampton Town Hall – 201 High Street – Committee Priority #5**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Stairs leading to hall not identified	Need bright paint or tape on stairs	1-2 years
Architectural	Washrooms not accessible	Install new family/accessibile washroom	5-10 years
Architectural	Elevator too small & requires assistance to operate	Install new elevator	5-10 years
	Pay phones too high	Lower height of phones	2-5 years
Architectural	Entrance to Art Gallery not accessible	Widen entrance with barrier free entrance	5-10 Years

**Facility – Southampton Chamber of Commerce – 201 High Street**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Chamber not accessible	Renovation required	5-10 Years

**Facility – Southampton Curling Club – 26 Albert Street S**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Architectural	Stairs not identified	Install bright paint or tape on the edge of the stairs	Complete
Architectural	Curling Club not accessible	Renovation required	5-10 years
<b>Physical</b>	<b>Washroom not accessible</b>	<ul style="list-style-type: none"> <li>- remove 2 stalls and create accessible stalls in each washroom</li> <li>- install tilted mirrors</li> <li>- change taps to levers</li> <li>- replace toilets</li> </ul>	<b>Completed</b>
Communication	Accessible Audit	Have professional audit completed to identify accessibility	Completed

**Facility – Southampton Coliseum – 26 Albert Street S – Committee Priority #6**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
<b>Physical</b>	<b>No barrier free entrance</b>	<b>Replace front door with automatic openers</b>	<b>Completed</b>
Architectural	Ramp too steep and exits in middle of roadway/parking lot	Renovate and relocate entrance	5-10 years
Physical	Stairs outside not marked	Mark stairs with bright paint or tape	Complete
Architectural	Accessible washroom not adequate	Upgrade Washroom <ul style="list-style-type: none"> <li>-install grab bars</li> <li>-lowered dispensers</li> <li>-relocate toilet dispenser</li> </ul>	5-10 years <b>Completed</b>
Physical	Pay phones too high	Lower height of pay phones	2-5 years
Physical	Designated viewing area	Install designated viewing area	2-5 years
Architectural	Change rooms not accessible	Retrofit one change room	5-10 years
Architectural	Green Room not accessible	Install elevator or lift system.	5-10 years
<b>Physical</b>	<b>Green Room Washroom not accessible</b>	<ul style="list-style-type: none"> <li>- replaced toilets</li> <li>- install grab bars</li> <li>- change taps to levers</li> <li>- change door knobs to levers</li> <li>- replaced sinks</li> </ul>	<b>Completed</b>
Physical	Skater change area	Install area for skater to change and have access to ice surface	5-10 years

Communication	Accessible Audit	Have professional audit completed to identify accessibility	<b>Completed</b>
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**Facility – Community Complex – 600 Tomlinson Drive**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Architectural	Canteen counter too high	Install lower area of counter	5-10 Years
Architectural	Skate Sharpening counter too high	Install lower counter area	5-10 Years
Physical	Pay phone too high and not visible	Lower pay phones and relocate to front reception area	2-5 Years
Architectural	Change rooms not accessible	Retrofit one change room	Completed
Architectural	Washrooms and hallway between stall and shower too narrow	Renovate	Completed
Physical	Need bench in shower	Install bench in shower	Completed
Physical	Steps not visible	Install bright coloured tape or paint on stairs	Completed
Architectural	Counters too high in Rotary Hall	Lower portion of counter	5-10 years
Physical	Coat racks too high	Install lower coat racks	Completed

**Facility – Saugeen Shores Police Station – 620 Tomlinson Drive**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	Curb in front not visible	Paint curb with bright colour	Completed - ongoing
Physical	Ramp in front not visible	Define ramp with bright coloured paint	Completed - ongoing
Physical	Lighting	Need additional lighting in front of building	2-5 years
Architectural	Building not accessible	Renovation required	10 years +

**Facility – Port Elgin Library – 708 Goderich Street**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Informational	Signage	Update signage with contrast colours, including elevator, and directional signage to all washrooms	1-2 years
Architectural	Ramp in front not visible	Define ramp with bright coloured paint	1-2 years
Physical	Washrooms	Adjust height of paper towel rack	1-2 years
Physical	Washrooms	Adjust height of soap dispenser.	Completed
Physical	Staff Room	Lower phone, ensure boxes are out of the way	1-2 years
Informational	Catalogue Computers	Not at accessible height and size of computer font increased	Completed
Physical	Rotary Room	Lower coat rack and entrance door not accessible	1-2 years
Architectural	Counter	Accessible counter at front full of storage	Completed - ongoing

**Facility – Centennial Pool – 649 Mill Creek Road**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Architecture	Pool not accessible	New Building or total renovation required	5-10 years

**Facility – Southampton Fire Hall – 50 Victoria Street S**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Architectural	Washroom not accessible	Install new washroom	2-5 years (if funding available)

**Facility – Port Elgin Fire Hall – 612 Emma Street**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Architectural	Washroom not accessible	Install new washroom	2-5 years

**Facility – Southampton Landfill Office – 126 Concession 14**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Architectural	Office not accessible	Renovation required	5-10 Years

### **Facility – Southampton Medical Building – 36 Grey Street N**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	Service counter too high	Add lower counter	5-10 years
Architectural	Parking space on steep slope	Move one accessible parking	1-2 years
Physical	Handicapped parking space not wide enough	Repaint larger space	1-2 years
Physical	Curb not visible	Paint curbs	1-2 years
Physical	Lip at entrance	Remove lip	1-2 years
Physical	Coat rack too high	Lower a portion of the coat rack	1-2 years
Architectural	Washrooms not accessible	Add family/handicapped washroom	5-10 years
Architectural	No accessible examining rooms	Designate a room for accessibility	

### **Facility – Dr. Earl Medical Clinic Port Elgin – 786 Goderich Street**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	Service counter too high	Add lower counter	5-10 years
Physical	Handicapped Parking identified only on asphalt	Add sign identifying the handicapped parking space on a post or on the building	Completed

### **Facility – Cameron Park Washroom Port Elgin – 649 Mill Street**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	No handicapped parking space in lot	Add handicapped spot	1-2 years
Physical	No accessible path to washroom	Add pathway to washroom	2-5 years
Informational	No signage on building to indicate accessible	Add signage	1-2 years
<b>Physical</b>	<b>Toilet too high</b>	<b>Lower toilet height</b>	<b>2-5 years</b>
<b>Physical</b>	<b>No grab bars</b>	<b>Lower grab bars</b>	<b>Completed</b>
<b>Physical</b>	<b>Amenities too high</b>	<b>Lower dispensers Relocate toilet paper dispenser</b>	<b>Completed</b>

**Facility – Jubilee Park Washroom Southampton – 50 Victoria St S**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Informational	Lack of Signage to indicate accessible	Add signage on all sides of the building	1-2 years
Physical	Dispensers to high	Relocate dispensers	<b>Completed</b>
Physical	No grab bars	Install grab bars	<b>Completed</b>

**Facility – Rotary Perkins Park Washroom Southampton – 328 McNabb Street**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Entrance not accessible	Install accessible opener	5-10 Years
<b>Physical</b>	<b>Washrooms not accessible</b>	<ul style="list-style-type: none"> <li>- remove stalls and extra toilet/urinal</li> <li>- changed taps to lever handles</li> <li>- replace toilet with accessible toilet</li> <li>- install tiled mirrors</li> <li>- install new counter at accessible height</li> <li>- replaced sinks</li> </ul>	<b>Completed</b>

**Facility – Public Works Yard – Saugeen Twp. – 339 Concession 6**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Informational	Inadequate or lack of Signage	Requires signage with large font and contrast colours. Includes office signage.	1-2 years
Physical	Parking	No accessible parking	1-2 years
Physical	Entrance	Lip at front entrance	
Architectural	Counter	No accessible counter height	
Architectural	Office	General Office area not accessible – could take Clients into Council Chambers	
Physical	Lunch Room not accessible	Renovation	5-10 years
Physical	Staff washroom not accessible	Renovation	5-10 years

**Facility – Public Works Yard – Southampton – 429 Peel Street**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Staff Lunch Room not accessible	Renovation	5-10 years
Physical	Washroom not accessible	Renovation	5-10 years
Note: Building is not open to the Public			

**Facility – Tour Base Office and Washrooms – 86 Saugeen Street**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	No accessible parking	Install accessible parking	Completed
Physical	Building not accessible	New washroom and sidewalk	Completed

**Facility – Art School – 20 Albert Street S**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Informational	No signage at front to indicate rear is accessible	Signage	1-2 years
Architecture	Kitchen not accessible	Lower sink	5-10 years
Physical	Poor Lighting in rear	Install sensor/motion light at rear entrance	1-2 years

**Facility – Chantry Centre – 35 Grey Street N**

Type of Barrier	Barrier	Strategy for Removal or Prevention	Target Time Frame
Physical	Entrance not accessible	Renovate entrance and install barrier free	5-10 Years
Architecture	Washrooms not accessible	Renovate washrooms	5-10 years
Architecture	Counters too high in kitchen	Lower section counter	5-10 years
Physical	Taps not accessible	Change to lever style	2-5 years

**Facility – Northshore Park Washroom – 800 Stevens Street**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	Entrance not accessible	Install barrier free entrance.	5-10 years
Physical	Cannot access building	Install sidewalk/path to entrance	5-10 years
Architecture	Washrooms not accessible	Construct handicapped/family washroom	5-10 years

**Facility – Chesley Street Washroom and Fish Station – 1 Chesley Street**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	Building not accessible	Renovate office area into single handicapped/family washroom	5-10 years

**Facility – Lawn Bowling Club – 34 Victoria Street N**

<b>Type of Barrier</b>	<b>Barrier</b>	<b>Strategy for Removal or Prevention</b>	<b>Target Time Frame</b>
Physical	Building not accessible	-New sidewalk and entrance off Victoria St. installed. -New large steps & hand rail installed off greens.	Completed
Physical	Washroom not accessible	Construct accessible washroom	Completed