



INCORPORATED 1850

TOWNSHIP OF KING

ACCESSIBILITY PLAN 2006 UPDATE



TOWNSHIP OF KING ACCESSIBILITY PLAN UPDATE - 2006

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- IX. Parks, Recreation & Culture Department
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TOWNSHIP OF KING ACCESSIBILITY PLAN - 2006 UPDATE

SECTION 1: OVERVIEW

Pursuant to the *Ontarians with Disabilities Act*, the Accessibility Advisory Committee (AAC) was established in the fall of 2002. The AAC met with Township staff, toured the municipal facilities and advised on the development of the Township's Accessibility Plan which was received and approved by Council in June, 2003.

The Accessibility Plan 2003 is a 'living' document which identifies and sets targets for the removal of barriers for people with disabilities. The Plan will be reviewed on an annual basis, thus allowing Council, staff, and the public to monitor the barriers identified and to provide direction for the prevention of future barriers. The 2003 Plan focused on identifying existing problems and barriers, the annual Updates advise of the status of the recommendations of the earlier Plans and provide new targets for the coming year.

Lists of the members of the Accessibility Advisory Committee and the Staff Working Group are attached as Appendix 'A' and Appendix 'B' respectively.

SECTION 2: 2005 RECOMMENDATIONS - STATUS

1. General Recommendations

The following are the general recommendations which the AAC and the Working Group presented to Council in the Accessibility Plan 2005. The 2006 status is inserted in *Italics* after each recommendation:

- (a) Staff continues to work on identifying, preventing and eliminating identified barriers.

Schedules I to X provide a summary and status of barriers which were identified in the 2003, 2004 and 2005 Accessibility Plans. Staff has addressed barriers as resources permit.

- (b) Annual accessibility planning be integrated with the Township annual business and budget planning.

Barriers identified in the annual Accessibility Plan are considered during the Budget Planning process. Any renovations or upgrades to existing buildings that are approved during the Budget process will address concerns expressed by the AAC. Awareness training for staff is included within the Township Human Resources budget.

- (c) (2003) In view of the fact that the municipal offices may be re-located, it was decided only essential accessibility upgrades be carried out. In the 2005 and 2006 budget discussions, Council approved a plan for renovations and upgrades to the existing building.

In 2003, Council directed that the Chief Administrative Officer explore options for an alternative location for the municipal offices. Staff reported to Council on the costs and feasibility of re-locating and establishing a new facility. Council recommended that instead of pursuing re-location, an assessment of the existing municipal offices be undertaken and requested recommendations on resolving problems such as crowding, climate control and storage. In the 2005 budget discussions, Council approved a plan for renovations and upgrades to the existing building.

The Accessibility Advisory Committee reviewed the renovation plans and submitted comments on accessibility issues. The renovations were substantially completed in November, 2006. The AAC toured the Township Offices, as well as other locations where renovation were undertaken this year, on December 12, 2006 and provided comments. The AAC comments are included in each facility in the Buildings and Facilities Strategy component of this Report.

- (d) Township staff continue to work to eliminate the barriers identified in Schedules I – X.

Status of existing identified barriers is shown in Schedules I – X.

- (e) The following projects were suggested as priority projects for 2006:

- (i) Parking Spaces for Disabled Persons, Main Street @ Schomberg Community Hall.

The parking space for Disabled Persons was constructed in front of the Community Hall as part of the paving and improvement of the Schomberg public parking lot late in 2005 and the appropriate signage has been installed in 2006.

- (ii) King Township Museum Accessible Washrooms.

A uni-sex accessible washroom was installed in the Museum.

2. Township Departments & Facilities

The attached Schedules I – X detail the barriers which were identified in the 2005 Accessibility Plan in each Township Department and in the municipal facilities and provide the status of addressing each barrier.

SECTION 3: ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT, 2005 – STATUS

In June, 2005 the AODA became law. The purpose of this legislation is to develop, implement, and enforce accessibility standards in order to achieve accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures and premises on or before January 1, 2025.

The AODA requires the Minister of Community and Social Services to develop accessibility standards that will remove barriers for people with disabilities. The standards are expected to apply to the public sector, including all municipalities in Ontario, as well as the not-for-profit and private sectors. The standards will address a full range of disabilities including physical, sensory, mental health, developmental and learning and will be implemented in phases leading to full accessibility in Ontario by 2025.

In January, 2006, two standards development committees were established - one committee to develop a proposed standard for Customer Service, and one committee to develop a proposed standard for Transportation. In June, 2006, the Minister announced plans for the development of three additional standards in the areas of information and communications, the built environment, and employment.

On October 23, 2006, Community and Social Services Minister Madeleine Meilleur announced that the first proposed standard developed under the AODA for customer service is now available for public review and feedback. A 60 day public review period was established, which expires on December 20, 2006. The Township of King Accessibility Advisory Committee (AAC) reviewed the standard and Township staff prepared Report CL-2006-36 outlining the above information and providing recommendations for Council's consideration with respect to the proposed Customer Service standard. At its meeting of December 12, 2006, the AAC endorsed the recommendations and requested that Council adopt same and forward as the Township's comment on the Customer Services standard. Council adopted the Report at its meeting of December 18th, 2006, and the recommendations were submitted to the Minister, as follows:

“Council respectfully requests that Madeleine Meilleur, the Minister of Community and Social Services consider establishing an annual funding program to assist municipalities, not-for profit and private sector organizations impacted by the implementation of the standards that are being developed under the *Accessibility for Ontarians with Disabilities Act* to ensure customer service

training programs and to address specific renovations or upgrades that will meet the requirements of a fully accessible public building;

That, in order to fully understand the meaning and impact of any of the standards, the Minister of Community and Social Services recognize that it is important to consider them together;

That Section 3.0, 'Classes' of the Initial Proposed Customer Service Standard be clarified with respect to part-time and full-time equivalent employees;

That consideration in the time frames for compliance be taken of the age and condition of the buildings or facilities from which goods and services are being provided; and

This Report be circulated to the Minister of Community and Social Services as the Township of King's comments on the Customer Service Standards, and to the MPP's representing the Township of King, and to the Regional Municipality of York for information".

SECTION 4: IDENTIFICATION OF EXISTING BARRIERS

TAB 2 – TOWNSHIP OF KING BUILDINGS AND FACILITIES STRATEGY – UPDATE OF IDENTIFIED BARRIERS 2006

Please see Tab 2 - provides an overview of Barriers in the Township's buildings and facilities which were identified in previous Accessibility Plans, as well as any new Barriers that have been identified and provides the status of each.

TAB 3 – DEPARTMENTAL REPORTS

Schedules 1 – X provide a summary and status of barriers which have been identified in previous Accessibility Plans within each Township Department.

SECTION 5: ACCESSIBILITY ADVISORY COMMITTEE COMMENTS

The Accessibility Advisory Committee (AAC) continues to be encouraged with the progress in accessibility that is putting the Township of King on its way to being an all-inclusive municipality. The AAC congratulates Council and staff on the major renovations that have taken place at the municipal offices which greatly improve accessibility not only for those with disabilities, but for everyone. There were a number of other projects which were completed this fall, and the AAC visited each location – detailed comments are included in Tabs 2 & 3. Some hi-lights of 2006:

- The AAC was very pleased with the new uni-sex washroom installed at the Museum and the pathway which has been constructed on the site, making it possible for person with disabilities to get closer to each of the buildings on the

Museum grounds. Further efforts are planned to make the site even more inclusive. This is a challenging accomplishment, as all the buildings at the Museum site are Heritage Buildings.

- The AAC was impressed with the new change rooms constructed at the Nobleton Community Centre and is looking forward to seeing the proposed offices and meeting rooms planned for 2007. The Committee commented on a few small upgrades which would make the existing washrooms and viewing area more user friendly.
- The AAC was invited by staff to comment on a problem with the reconstruction of the washrooms at the Schomberg Library. When the AAC visited the site, the construction was almost complete, (in fact, the tile floor in one washroom was being laid) and the AAC found the washrooms to be spacious and well appointed for accessibility. The issue was with the doors – the construction of the doors is such that widening would require major work and additional cost. After some discussion about alternatives, it was determined that the preferred route would be to widen the doorways in order to make them wide enough for wheelchair access. Staff will include this cost in the 2007 budget proposal to Council.
- The Committee was delighted with the new washrooms on the lower floor of the Schomberg Community Hall; they are spacious and well-appointed for accessibility. The AAC commented that the over all work that has been done on the lower level has greatly improved the facility.

In 2006, the Committee continued efforts to fulfill its education mandate. Letters were sent to the Chambers of Commerce to remind members participating in Township events such as the Schomberg Fair, Nobleton Victoria Day etc. to ensure that accessibility is addressed, and to local businesses advising of the enactment of the new legislation being enacted which requires compliance by 2025. The Committee also sent reminders to the Chambers to pass along to businesses to keep sidewalks clear of planters, signs, snow and other obstructions. The AAC developed a “Did You Know” feature for the Township page of the local newspaper which provides brief hints and reminders to the public on accessibility, safety and health issues. The Committee obtained a portable display which goes to all local events loaded with the pamphlets which have been developed by the AAC, and the Township’s Accessibility Plan.

The AAC members and Township staff attended a number of educational and networking events focusing on Accessibility matters such as the Making Heritage Buildings Accessible Workshop, Accessibility at the York Regional Police Community Safety Village, Town of Aurora’s Accessibility Fair, and meetings of the Region of York Accessibility group in other municipalities. The Committee invited a speaker from the Hearing Society to discuss emergency alarm systems for the hearing impaired to a meeting. These experiences gave the AAC members the opportunity to see how other municipalities are handling their accessibility challenges and gain ideas and insight on how to approach the issues in King Township. In 2006, to promote the AAC as an accessibility information resource to the public, business cards were obtained and the Committee now has its own E-mail address at the Township accessibility@king.ca. The

Committee and staff continue to develop an Accessibility Library of information from many organizations and groups in order to be able to provide this information to the public. Township staff often receives calls from residents seeking guidance on who to call for assistance for a vast variety of accessibility-related matters.

The AAC's goals and objectives for 2007 include developing a guide for local businesses on becoming accessible and establishing a program for recognition of same. To this end, the AAC expects to interact with the Chambers of Commerce and the Township's Economic Development Officer.

The Committee extends its appreciation to the Township staff who assist with the Accessibility program in the Township of King, and to Council for committing to an all-inclusive municipality.

SECTION 6: 2006 RECOMMENDATIONS

The (Staff) Working Committee recommends that:

- (a) The AAC continue its initiative of inviting a member of Council to attend AAC meetings to learn more about the Committee's work and the activities it is involved with. (A different Council Member each month);
- (b) Staff continues to work on identifying, preventing and eliminating identified barriers;
 - (i) Monitor the development of the Standards for the AODA and continue working with Township staff to achieve requirements.
- (c) Staff continues to work to eliminate the barriers as identified in Schedules I – X;
- (d) The following projects are suggested as priority projects for 2007;
 - (i) Completion of Renovations at Nobleton Community Recreation Centre;
 - (ii) King City Library Washroom and Front Door improvements, estimated cost \$28,000 – referred to 2007 Budget Discussions
 - (iii) King City Seniors Centre – While a Renovation/Expansion is planned for 2014, interim measures should be taken to improve the accessibility of the Seniors Centre. It is suggested that Township staff review the accessibility deficiencies and determine interim improvements, and that funds be set aside in the 2006 budget to complete – deferred to 2007 – Needs Study Required.
 - (iv) Alterations at the Nobleton Community Recreation Centre to the public washrooms downstairs, observation area – were requested in earlier Accessibility Plans, but have not been followed up.

ACCESSIBILITY ADVISORY COMMITTEE

Beverley Barra-Berger 32 Simon Henry Drive Nobleton, ON L0G 1N0	Phone: 905-859-0855 e-mail: baberger@sympatico.ca
Jane Binions (Vice-Chair) 150 Cook Dr. Kettleby, ON L0G 1J0	Phone: 905-939-7537 e-mail: jbinions@rogers.com
Dorothy Izzard 14615 Weston Road King City, ON L7B 1K4	Phone: 905-833-5816 e-mail: dorzard@iprimus.ca
Kathleen Patterson (Chair) 17 Elizabeth Grove King City, ON L7B 1H7	Phone: 905-833-0391 e-mail: patterson-w-k@bigfoot.com
Staff Liaison Chris Somerville Township of King	Phone: 905-833-5321 ext. 234 e-mail: csomerville@king.ca
Recording Secretary Diane Moratto Township of King	Phone: 905-833-5321 ext. 222 e-mail: dmoratto@king.ca

**APPENDIX 'A'
TO TOWNSHIP OF KING
ACCESSIBILITY PLAN UPDATE – 2006**

2006 - PLAN DEVELOPMENT WORKING GROUP

Working Group Member	Department Represented	Contact Telephone/Fax/e-mail
I. Chris Somerville Clerk	Clerks Department	(905)833-5321, Ext. 234 Fax: (905) 833-2300 csomerville@king.ca
II. Brian Grubbe Dir. of Building Services Chief Building Official	Building Department & municipal properties	(905)833-5321, Ext. 232 Fax: (905) 833-2300 bgrubbe@king.ca
III. Stephen Kitchen Director of Planning	Planning Department	(905)833-5321, Ext. 255 Fax: (905) 833-2300 skitchen@king.ca
IV. Bryan Burbidge Fire Chief	Fire Department	(905)833-2800 Fax: (905) 833-6960 bburbidge@king.ca
V. Jody LaPlante Director of Operations	Operations Department	(905)833-5321, Ext. 225 Fax: (905) 833-2300 jlaplante@king.ca
VI. Don Young Director of Finance & Treasurer	Finance Department	(905)833-5321, Ext. 242 Fax: (905) 833-2300 dyoung@king.ca
VII. Marilyn Loan Human Resources Coordinator	Finance - Human Resources Department	(905)833-5321, Ext. 238 Fax: (905) 833-2300 mloan@king.ca
VIII. Walt Peacock Manager of By-law Enforcement	Clerks - By-law Enforcement	(905)833-5321, Ext. 226 Fax: (905) 833-2300 wpeacock@king.ca
IX. Catherine Purcell Director Parks, Recreation & Culture	Parks, Recreation & Culture	(905)833-5321, Ext. 265 Fax: (905) 833-2300 cpurcell@king.ca
X. Murray McCabe CEO & Chief Librarian	King Township Public Library	(905)833-5101 Fax: (905) 833-0824 mmccabe85@hotmail.ca

**APPENDIX 'B' TO TOWNSHIP OF KING
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**TOWNSHIP OF KING
TOWNSHIP OF KING BUILDINGS AND FACILITIES STRATEGY
UPDATE OF IDENTIFIED BARRIERS 2006**

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FACILITY/BARRIERS IDENTIFIED	STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME	STATUS FALL 2005 & SUCCESS/BARRIERS TO ACHIEVEMENT
<p>MUNICIPAL OFFICES</p> <p>NOTE FROM 2003 PLAN: Council has suggested that a needs study be undertaken of the Township Municipal Offices – it is recommended that this report be referred to the Study, and that high cost permanent retrofit items be deferred wherever possible until the study is completed.</p>	<p>Renovations – budget approved for 2005/2006 project.</p> <p>2005/2006- Renovations commenced by moving Clerks, By-law and Parks & Recreation Departments into the Council Chambers while those areas were reconstructed. Council Meetings were held in the King City Arena and/or the King City Seniors Centre during the renovations. Parks & Recreation later moved to the Nobleton Arena, into temporary office space, next year the second phase of the Nobleton Arena expansion will see the construction of new offices and meeting rooms to permanently house the Parks & Recreation Department. The Treasury and Planning Departments moved to the Council Chambers;</p>	<p>Staff reported to Council on the costs and feasibility of re-locating and establishing a new facility. Council recommended that instead of pursuing re-location, an assessment of the existing municipal offices be undertaken and requested recommendations on resolving problems such as crowding, climate control and storage. In the 2005 budget discussions, Council approved a plan for renovations and upgrades to the existing building.</p> <p>The renovations were substantially completed by mid-November, 2006. The Offices are more spacious, allowing for wheelchair access in all departments. Cupboards, shelving and other finishing touches are underway. Additional accessible washrooms have been installed off the main foyer. The tile floors have been replaced with non-slippery tiles and the use of the floor mats has been limited to just by the main doors to soak excess water and dirt in the winter. The front windows have been replaced with smaller,</p>

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FACILITY/BARRIERS IDENTIFIED	STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME	STATUS FALL 2005 & SUCCESS/BARRIERS TO ACHIEVEMENT
<p>MUNICIPAL OFFICES Cont'd.</p> <p>Sink may be too close to the door in the new Washroom.</p> <p>Main Entrance Doors should be automated.</p> <p>Clerks and By-law Enforcement Departments service windows are not accessible.</p>	<p>eventually all areas were completed and the various Departments moved back.</p> <p>To be addressed by staff in 2007.</p> <p>Refer to 2007 budget discussions. Human & Financial Resources.</p> <p>To be completed early in 2007. Human & Financial Resources</p>	<p>energy efficient windows, and the front of the building has been re-modeled. The sidewalk and entrances to the offices have been rebuilt and the entrances are now level. Most Accessibility issues have been addressed.</p>
<p>KING MUSEUM & BUILDINGS</p> <p>Museum Site consisting of 3 heritage buildings.</p> <p>Not wheelchair accessible.</p>	<p>Accessible washrooms and improvement to front door of main museum building proposed in 2006 budget.</p> <p>Front entrance lip should be reduced, barrier-free entrance required.</p>	<p>A new uni-sex accessible washroom was installed in 2006 the Museum. The AAC requested a few minor items, these are being addressed.</p> <p>The new washroom not only addresses accessibility issues, the Museum will now be able to run programs and events for groups.</p>

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FACILITY/BARRIERS IDENTIFIED	STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME	STATUS FALL 2005 & SUCCESS/BARRIERS TO ACHIEVEMENT
<p>KING MUSEUM & BUILDINGS Cont'd.</p> <p>The slope near the beginning of the new path is quite steep</p> <p>Front door not accessible</p> <p>The Church building cannot be used by the public until the front steps are replaced and a hand rail installed.</p>	<p>The slope should be modified.</p> <p>The path to the Train Station should re-configured to enter at the south end of the Station where the slope is less steep and a ramp be installed at that end so that the Train Station will be accessible. Human & Financial Resources.</p> <p>Front entrance lip should be reduced, barrier-free entrance required.</p> <p>Referred to 2007 budget.</p>	<p>New accessible pathway from the parking lot linking the 3 buildings on the property has been constructed</p>
<p>LASKAY COMMUNITY HALL</p> <p>Heritage Building.</p>	<p>Improvements planned for paving the parking lot, accessible parking will be included</p>	

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FACILITY/BARRIERS IDENTIFIED	STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME	STATUS FALL 2005 & SUCCESS/BARRIERS TO ACHIEVEMENT
<p>TOWNSHIP WORKS YARD (office area only)</p> <p>No barrier free parking spaces No ramps No barrier free washrooms, hardware Hallways undersized No signage</p> <p>SCHOMBERG COMMUNITY HALL</p> <p>Front entrance is not accessible.</p> <p>Lower level only is accessible, using the side entrance.</p>	<p>The 5 year Capital Projects Plan includes an addition for 2005. Refer to 2007 budget discussions, Needs Study to be completed.</p> <p>Human & Financial Resources</p> <p>Before further retrofit (upstairs) is contemplated, refer to the Parks & Recreation Needs Study</p> <p>Recommend removal of Chair Lift and maintain (lower) floor as barrier-free accessible.</p>	<p>NOTE: The 2004 Parks & Recreation Master Plan recommends that if the Schomberg arena is reconfigured and enlarged, consideration should be given to including a large multi-purpose hall with the arena and retiring the Schomberg Community Hall as a public facility.</p> <p>Lower level washrooms were replaced in 2006 with accessible washrooms.</p>

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FACILITY/BARRIERS IDENTIFIED	STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME	STATUS FALL 2005 & SUCCESS/BARRIERS TO ACHIEVEMENT
<p>KETTLEBY/ POTTAGEVILLE COMMUNITY LIONS HALL</p> <p>Washrooms: Handles should be lever-style, towel dispensers too high</p> <p>Threshold at main entrance is difficult for wheelchair access – look into some sort of ramp or covering to assist.</p>	<p>Adjust dispensers, replace handles.</p> <p>Will be addressed when parking lot is regarded & paved.</p>	<p>2006: Washrooms were upgraded and accessibility issues have been addressed.</p> <p>2006: Parking Lot improvements completed, Accessible parking spaces included. Entrance is now level and wheelchair accessible.</p>
<p>POTTAGEVILLE PARK PAVILION</p> <p>No handicapped parking; consider providing two handicapped spaces to the west of the pavilion with signage</p> <p>Transition from gravel path to concrete patio requires ‘build up’</p> <p>Threshold too high for wheelchair access</p> <p>Sharp corners on picnic tables</p>	<p>Due to security issues, providing parking at this location is problematic. Consider creating a Disabled Parking Space close to the path at east side of Parking area. A gate has been installed to prevent vehicle access to the park, accordingly a designated parking space will be provided at the west side of the pavilion, referred to 2005 budget.</p> <p>Human, Financial Resources</p>	<p>Staff is concerned about constructing a parking space at the lower level near the Pavilion due to the Emergency Access Route into the park & facility. To review in 2007.</p> <p>Staff to ‘round’ corners of picnic tables and attached bench seats</p>

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FACILITY/BARRIERS IDENTIFIED	STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME	STATUS FALL 2005 & SUCCESS/BARRIERS TO ACHIEVEMENT
<p>NOBLETON COMMUNITY RECREATON CENTRE (Arena)</p> <p>2005 – Renovation/addition approved. AAC reviewed & commented on the plans.</p> <p>New front doors should be automated</p> <p>Lower level washrooms require accessibility upgrades.</p> <p>Elevator access for wheelchairs and physically handicapped, however the key is kept ‘upstairs’ – suggest looking into making the elevator key accessible.</p> <p>Viewing area required for person with disabilities.</p>	<p>First phase completed in 2006, includes new change rooms. Second phase to complete the offices and meeting rooms which will be used by the Parks & Recreation Department. Funds have been pre-approved in the 2007 budget.</p> <p>Refer to renovations discussions budget.</p> <p>Lever-style handles on sinks, cutaway for wheelchair access, grab bars required. Human & Financial Resources</p> <p>Due to security reasons, the key has to be kept at the front desk. Staff to look into addressing the elevator key situation. It may be possible to make some changes when the renovations are completed.</p> <p>Suggest a ramp & raised platform similar to the Schomberg Arena be provided. Humans & Financial Resources.</p>	<p>New barrier-free washrooms are planned in renovations for downstairs and a new barrier free unisex washroom to be constructed upstairs.</p> <p>Accessibility issues will be addressed during the renovations.</p>

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FACILITY/BARRIERS IDENTIFIED	STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME	STATUS FALL 2005 & SUCCESS/BARRIERS TO ACHIEVEMENT
<p>ANSNORVELDT PUBLIC LIBRARY</p> <p>Approach to the boardwalk requires a 'ramp' assist from the parking area (perhaps just a build up of gravel)</p> <p>Although the (unpaved) parking lot was soggy, the boardwalk/ramp was easy to maneuver as the wood slats are evenly spaced and the edges provide definition (visual)</p> <p>Note: There are plans to change the swing of the door at the entrance to accommodate wheelchair access</p> <p>Shelving for videos on the wall and the free standing display with knobs for children's materials extends into aisles: safety issues for visually impaired.</p>	<p>Correction of door and ramp improvements referred to 2005 budget.</p> <p>Door to be rehung.</p> <p>Replace display stand and remove/relocate wall shelving. Human & Financial Resources.</p>	<p>Parking lot was paved in 2006, wooden walk/ramp replaced with a concrete, step into building has been eliminated.</p> <p>Discussions ongoing – if door is rehung, would make it difficult for wheelchair access. Library Board to discuss.</p> <p>Video & CD shelving still to be relocated, book kit stand has been moved.</p>
<p>SCHOMBERG PUBLIC LIBRARY</p> <p>Check clearance at washroom sinks for wheelchair access. Area of washrooms not adequate for wheelchairs, funds approved in 2005.</p>	<p>Maintenance staff to check & report on findings. Funds Approved in 2006 budget.</p> <p>Washrooms were fully renovated in 2006, with the exception of widening the doors to accommodate wheelchairs.</p>	<p>The AAC was pleased with the renovation work that has been completed on the interior of the washrooms.</p>

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FACILITY/BARRIERS IDENTIFIED	STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME	STATUS FALL 2005 & SUCCESS/BARRIERS TO ACHIEVEMENT
<p>SCHOMBERG PUBLIC LIBRARY Cont'd.</p> <p>Washroom doors to be widened.</p> <p>Front doors to be automated.</p>	<p>Future budget item.</p>	<p>Barrier-free doors were completed, early 2007</p>
<p>NOBLETON PUBLIC LIBRARY</p> <p>Washrooms require upgrades, referred to 2006 budget.</p> <p>Front doors to be automated.</p>	<p>Referred to 2006 Budget. Human, Financial Resources</p> <p>Future Budget Item.</p>	<p>Washroom upgraded to address accessibility issues in 2006.</p>
<p>KING CITY PUBLIC LIBRARY</p> <p>2 Storey, no elevator -- main floor is accessible.</p>	<p>Elevator/expansion to be considered in 5 year budget forecast.</p> <p>Library Board asking Council to match any Trillium Funding it might receive in the 2005 Capital Budget for an elevator - deferred in 2006. Referred to 2007 budget discussions.</p>	<p>2006- hallway door completed, washroom door referred to 2007 budget.</p>

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FACILITY/BARRIERS IDENTIFIED	STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME	STATUS FALL 2005 & SUCCESS/BARRIERS TO ACHIEVEMENT
<p>KING CITY PUBLIC LIBRARY Cont'd.</p> <p>Washroom on main floor is accessible; however doorway is slightly under required width of 32 in. As is doorway from library area to hallway to get to the washroom.</p> <p>Accessible washroom upgrades and automated front door.</p> <p>KING CITY SENIORS CENTRE</p> <p>Many accessibility issues were identified at the King City Seniors Centre.</p> <p>Main and downstairs entrances to be assessed by Maintenance Staff – determine cost of upgrade to make accessible. Also side entrance/patio.</p>	<p>Staff to look into doorway width matter to see if anything can be done. Contractors have been in to estimate.</p> <p>Recommend that these items be addressed in conjunction with the elevator expansion/project. Human, Financial Resources</p> <p>Needs Analysis to be completed, future expansion planned & referred to 10 year capital plan. Human & Financial Resources.</p>	<p>Addition/renovations planned; accessibility issues to be addressed, AAC to have input on project.</p>

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FACILITY/BARRIERS IDENTIFIED	STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME	STATUS FALL 2005 & SUCCESS/BARRIERS TO ACHIEVEMENT
<p>GENERAL AAC COMMENTS Committee recommends that picnic tables be made to accommodate wheelchairs at the ends. Can the tables be made with a shorter space between the legs to make space so that a person in a wheelchair could sit at each end? The Committee also recommends that the corners of the tables be rounded.</p>		<p>This report will be provided to all Boards of Management for their information.</p>

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Apr. 13, 07

1.3 Clerk's Department - Barrier Identification 2005

Accessibility Plan Update 2006 - Status Fall 2006

<p>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</p>	<p>What method will be used to identify the barrier?</p>	<p>● Resources required (Human /Financial) Timing (When will this be completed)</p>	<p>Status - Fall 2006</p>
<p>Review of all Township By-laws to assist Departments to identify any barriers.</p>	<p>Conduct inventory, review, bring forward and discuss with Staff Working Group.</p>	<p>●Human Resources Ongoing</p>	<p>Review of regulatory by-laws is being undertaken. To date no obvious accessibility issues have been found. By-law review is ongoing. More information required from ODA in order to identify barriers.</p>
<p>Investigate/initiate in-house training courses for staff to educate and to develop awareness of disabilities</p>	<p>Customer Service Training to be considered in 2007</p>	<p>●Human, Financial (2007 Budget) Spring/summer 2007</p>	<p>Humans Resources Dept. to continue to develop further training.</p>

<p>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</p>	<p>What method will be used to identify the barrier?</p>	<p>• Resources required (Human /Financial) Timing (When will this be completed)</p>	<p>Status - Fall 2006</p>
<p>Develop a client service survey to identify any existing barriers in service delivery to disabled customers</p>	<p>Obtain input from AAC for survey content, conduct survey (time period), review results and assess</p> <p>On AAC work plan for future project – possibly 2007.</p>	<p>• Human Fall 2007</p> <p>(Survey could be available for ongoing input)</p>	<p>The AAC discussed the survey, but did not implement in 2006.</p> <p>On AAC Work Plan.</p>
<p>Physical barriers in Clerks Department: Main entrance not accessible, counter too high for wheelchair access, reception work area not accessible, tile floor very slippery when wet</p>	<p>Refer to Chief Building Official for assessment and cost estimate to remediate.</p> <p>New sidewalks installed; entrance now level. Further information in CBO Accessibility Report on facilities and Municipal Office, (Schedule II)</p>	<p>• Human, Financial (2005 Budget)</p>	<p>Main entrance renovated, now accessible, but the main front doors should be automated. Clerks Department more spacious, is wheelchair accessible.</p> <p>Clerks Counter to be replaced with accessible counter. Ongoing improvements as renovations are finalized.</p>

<p>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</p>	<p>What method will be used to identify the barrier?</p>	<p>• Resources required (Human /Financial) Timing (When will this be completed)</p>	<p>Status - Fall 2006</p>
<p>Educational/Awareness Services</p> <p>In 2007, the AAC plans to work with the Local Chambers of Commerce in getting the word out to businesses that accessibility must be achieved by 2025.</p>	<p>Ongoing.</p> <p>Meetings, work with new Township Economic Development Officer.</p>	<p>• Human (2007 budget)</p>	<p>In 2006, the AAC developed a "Did You Know" feature for the local newspapers, with a brief article published every week space is available on the Township page.</p> <p>The Committee acquired a portable display to be sent to all events in King Township with brochures on accessibility and the Township Accessibility Plan.</p>

<p>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</p>	<p>What method will be used to identify the barrier?</p>	<p>• Resources required (Human /Financial) Timing (When will this be completed)</p>	<p>Status - Fall 2006</p>
<p>Access to Records/Archival materials, information.</p>	<p>Review of record management to be undertaken to determine ways to make more accessible. Additional full time staff requested in 2007 budget.</p>	<p>• Human, Financial (2007 budget) Initiate Spring/summer 2007</p>	
<p>Website improvements</p>	<p>Create a section of the website for AAC items</p>	<p>Human, Financial Summer, 2007</p>	<p>Staff to form a task force to address website improvements.</p>



**TOWNSHIP OF KING
ACCESSIBILITY PLAN UPDATE 2006**

**BUILDING DEPARTMENT
SCHEDULE II TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2006**

BUILDING DEPARTMENT

Reviews plans, issues building permits and inspects buildings. The Chief Building Official is also responsible for the maintenance of all the Township buildings and facilities (Property Services).

CONTACT

Brian Grubbe, Chief Building Official

(905) 833-5321, Ext. 232

Fax: (905) 833-2300

bgrubbe@king.ca

2.1 Our Customers

This Department provides services to the Township Council, residents and rate payers, trades, other Township staff, and staff of Region of York, other municipalities and governmental agencies.

2.2 Accessibility Statement

The Building Department plans to continue to review departmental processes to identify and remove barriers that limit accessibility to these processes for people with disabilities.

<p>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</p>	<p>What method will be used to identify the barrier?</p>	<p>• Resources required (Human/Financial) Timing (When will this be completed)</p>	<p>STATUS – FALL 2006</p>
<p><u>Property Services</u> Review current practices relating to all aspects of building accessibility, including physical, sensory and cognitive</p>	<p>Research current best practices utilized in both the public and private sectors for identifying and eliminating barriers. Assist the Accessibility Advisory Committee in developing educational materials for the private sector.</p>	<p>• Human</p>	<p>Ongoing.</p>
<p><u>Property Services</u> Review of properties owned by the Township and leased (ie. Plaza units) – also to be completed with the above-noted study.</p>	<p>Inspect all leased properties to identify current barriers or problem areas, identify priorities and develop a plan to ensure these properties are made accessible.</p>	<p>• Human – Consultant 2007 – Budget</p>	<p>Accessibility issues to be considered in the renovation of the rental units.</p>



**TOWNSHIP OF KING
ACCESSIBILITY PLAN UPDATE 2006**

**BY-LAW DEPARTMENT
SCHEDULE III TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2006**

BY-LAW DEPARTMENT

Responsible for enforcement of the Township's by-laws including property standards.

CONTACT

Walt Peacock, By-law Enforcement Manager (905) 83305321, Ext. 226
Fax: (905) 833-2300

wpeacock@king.ca

3.1 Our Customers

This Department provides services to Township Council, residents and rate payers, all Township staff, and staff of Region of York, other municipalities and governmental agencies.

3.2 Accessibility Statement

The By-law Department plans to continue to review departmental processes to identify and remove barriers that limit accessibility to these processes for people with disabilities.

3.3 By-law Enforcement Department - Barrier Identification 2005

Accessibility Plan Update – Status Fall 2006

<p>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</p>	<p>What method will be used to identify the barrier?</p>	<p>• Resources required (Human/Financial) Timing (When will this be completed)</p>	<p>STATUS – FALL 2006</p>
<p>By-law Enforcement Department Physical Barrier: small, confined area is not wheelchair accessible</p>	<p>Refer to Chief Building Official for assessment and cost estimate to remediate</p>	<p>• Human Financial Pending review by CBO and availability of financial resources</p>	<p>Renovations completed in fall, 2006. By-law Enforcement work area improved – wheelchair accessible, more spacious.</p>
<p>Customer Service counter not accessible</p>	<p>Refer to Chief Building Official to replace.</p>	<p>Human/Financial Summer 2007</p>	



**TOWNSHIP OF KING
ACCESSIBILITY PLAN UPDATE 2006**

**PLANNING DEPARTMENT
SCHEDULE IV TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2006**

PLANNING DEPARTMENT

Responsible for Township's Official Plan, land use and zoning information as well as subdivision development agreements.

CONTACT

Stephen Kitchen, Director of Planning (905) 83305321, Ext. 255
Fax: (905) 833-2300
skitchen@township.king.on.ca

4.1 Our Customers

This Department provides services to Township Council, various committees, residents and rate payers, all Township staff, and staff of Region of York, other municipalities and governmental agencies.

4.2 Accessibility Statement

The Planning Department plans to continue to review departmental processes to identify and remove barriers that limit accessibility to these processes for people with disabilities.

4.3 Planning Department - Barrier Identification 2005

Accessibility Plan Update – Status Fall 2006

What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities	What method will be used to identify the barrier?/Strategy to Address	•Resources required (Human/Financial) Timing (When will this be completed)	STATUS - FALL 2006
Planning Application Forms both hard copy and on Web Site - Fonts	Review and update	• Human 2003	To be completed in 2006 as part of a comprehensive application review and update.



**TOWNSHIP OF KING
ACCESSIBILITY PLAN UPDATE 2006**

**FIRE & EMERGENCY SERVICES DEPARTMENT
SCHEDULE V TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2006**

FIRE DEPARTMENT

Volunteer Fire Department provides fire protection and emergency services through three stations - King City, Nobleton and Schomberg. There are two full-time staff, being the Fire Chief and the Fire Prevention Officer.

CONTACT

Bryan Burbidge, Fire Chief (905) 833-2800
Fax: (905) 833-6960 bburbidge@king.ca

Or Keith Wells, Fire Prevention Officer kwells@king.ca

5.1 Our Customers

This Department provides services to Township Council, residents and rate payers, all Township staff, and staff of Region of York, other municipalities and governmental agencies.

5.2 Accessibility Statement

The Fire Department plans to continue to review and evaluate accessibility as it relates to disabled persons requiring fire and emergency services.

5.3 Fire & Emergency Services - Barrier Identification 2004

Accessibility Plan Update – Status Fall 2006

What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities	What method will be used to identify the barrier? Strategy for removal/Prevention.	• Resources required (Human/Financial) Timing (When will this be completed)	STATUS – FALL 2006
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<p>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</p>	<p>What method will be used to identify the barrier? Strategy for removal/Prevention.</p>	<p>• Resources required (Human/Financial) Timing (When will this be completed)</p>	<p>STATUS – FALL 2006</p>
<p><u>Public Education Programs</u></p> <p>Smoke Alarm Program Smoke alarms provided to residents without a working smoke alarm in their home are not able to be used by people with a hearing impairment</p>	<p>Provide literature at community fire prevention events with regards to smoke detection devices available to people with hearing impairments.</p> <p>Also include information on these devices on the website. The use of media during this program to make the public aware of such products would be very beneficial.</p>	<p>• Human, Financial</p> <p>Our Department is beginning a door-to-door smoke alarm program in late May or June of 2003. This would be a good time to target this improvement to our current program.</p>	<p>Due to SARS, the 2003 door-to-door program was deferred.</p> <p>Our department is beginning a door-to-door smoke alarm campaign in King Township and will install standard smoke alarms for residents unable to install them by themselves.</p>

<p>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</p>	<p>What method will be used to identify the barrier? Strategy for removal/Prevention.</p>	<p>• Resources required (Human/Financial) Timing (When will this be completed)</p>	<p>STATUS – FALL 2006</p>
<p>Home Escape Planning For Persons with Disabilities: Very little information is provided on this subject with regards to people with physical challenges.</p>	<p>Research will be required in this area, before public education materials in this area can be distributed.</p>	<p>• Human, Financial Research to be conducted through the Fire Marshal’s Office starting immediately. Once research in this subject area is complete it can be implemented into our Public Education Program.</p>	<p>Fire Prevention Officer continuing to review the development of an updated program. Brochures on Fire Safety for people with Disabilities produced by the National Fire Protection Association were provided to the AAC for review. The AAC felt the brochures do not provide enough information, they are all that is available at this time.</p>



**TOWNSHIP OF KING
ACCESSIBILITY PLAN UPDATE 2006**

**OPERATIONS DEPARTMENT
SCHEDULE VI TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2006**

OPERATIONS DEPARTMENT

Operations Department looks after municipal roads, landfill sites, waste management, recycling, water and wastewater, watermains, storm and sanitary sewers, sidewalks/walkways, street lighting, park maintenance, and engineering. The Township operates a works yard as part of this department and the Parks, and Recreation Department is under the supervision of the Director of Operations.

CONTACT

Jody LaPlante (905) 833-5321, Ext. 225 jlaplante@king.ca

Director of Operations Fax: (905) 833-2300

6.1 Our Customers

This Department provides services to Township Council, residents and rate payers, all Township staff, and staff of Region of York, other municipalities and governmental agencies.

6.2 Accessibility Statement

To plan and provide accessible, safe, cost-effective operations services.

6.3 Operations Department – Barrier Identification 2006

What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities	What method will be used to identify the barrier? Strategy for removal/Prevention.	• Resources required (Human/Financial) Timing (When will this be completed)	STATUS – FALL 2006
Disabled Parking By-law	Review with respect to size of parking spaces required	• Human 2005	Completed Spring, 2005
Parking Space for Disabled @ Schomberg Community Hall	Identified in 2003 Accessibility Report; funds to be allocated in budget process	Human Financial	Included in tender for Schomberg Public Parking Lot, construction to be completed Fall, 2005 – completed, signage to be placed



**TOWNSHIP OF KING
ACCESSIBILITY PLAN UPDATE 2006**

**FINANCE DEPARTMENT
SCHEDULE VII TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2006**

FINANCE DEPARTMENT – TREASURY

Finance Department – Treasury is responsible for tax billing and collection, water billing and collection, budgeting and expenditure control, as well as Human Resources and pay roll. The Finance Department is also responsible for provision of technical services (Computer System and Website).

CONTACT

Don Young (905) 833-5321, Ext. 242
Director of Finance/Treasurer Fax: (905) 833-2300
dyoung@king.ca

7.1 Our Customers

This Department provides services to Township Council, residents and rate payers, all Township staff, and staff of Region of York, other municipalities and governmental agencies, vendors and suppliers.

7.2 Accessibility Statement

This Department will continue to review the services it delivers and the processes it manages with a view to continually improve service quality and accessibility.

<p>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</p>	<p>What method will be used to identify the barrier?</p>	<p>• Resources required (Human/Financial) Timing (When will this be completed)</p>	<p>STATUS – FALL 2006</p>
<p>Access to Treasury Counter</p>	<p>Determine if there is a way to lower part of the Treasury Counter area without creating a security issue in order to better serve the needs of persons with physical mobility related disabilities</p> <p>This is being looked at in conjunction with security measures. In meantime, staff is prepared to accommodate persons with physical disabilities.</p>	<p>• Human Financial</p>	<p>Addressed in Municipal Office renovations, completed fall 2006.</p>



**TOWNSHIP OF KING
ACCESSIBILITY PLAN UPDATE 2006**

**FINANCE DEPARTMENT – HUMAN RESOURCES
SCHEDULE VIII TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2006**

FINANCE DEPARTMENT - HUMAN RESOURCES

Finance Department - Human Resources is responsible for providing services to the Township employees and families to meet their issues and needs: compensation, disability management, employee assistance program, employee information and organization data, employee records, human rights, labour relations, occupational health and safety, organizational development, pay roll, pension and benefits, policy development, recruitment & selection and training and development

CONTACT

Marilyn Loan (905) 833-5321, Ext. 242
Human Resources Coordinator Fax: (905) 833-2300
mloan@king.ca

8.1 Our Customers

Human Resources provides services to Township Council and Township staff.

8.2 Accessibility Statement

This Department will continue to review the services it delivers and the processes it manages with a view to continually identify and reduce barriers and enhance and improve the work environment with a vision of a barrier free workplace for municipal staff.

What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities	What method will be used to identify the barrier? Strategy to remove.	• Resources required (Human/Financial) Timing (When will this be completed)	STATUS – FALL 2006
Job Analysis (Policy/Practice)	In order to determine what positions we are able to accommodate the above, we must know what the actual requirements are for the jobs.	• Human To be initiated in 2003, ongoing	All Human Resources Policies are currently under review, will consider accessibility issues.
Injury at the Workplace or elsewhere (Policy/Practice)	Return to Work Policy required which will detail the return, modifications to the position, equipment or the workplace	• Human To be initiated in 2003, ongoing	All Human Resources Policies are currently under review, will consider accessibility issues.



**TOWNSHIP OF KING
ACCESSIBILITY PLAN UPDATE 2006**

**PARKS, RECREATION & CULTURE DEPARTMENT
SCHEDULE IX TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2006**

PARKS AND RECREATION DEPARTMENT

Parks and Recreation Department provides recreation programs, community liaison, parks and trails development. The Township works with a number of volunteer boards of management to operate its facilities on a user pay basis.

CONTACT

Catherine Purcell (905)859-0056, Ext. 222
Director of Parks, Recreation & Culture Fax: (905) 859-8018
cpurcell@king.ca

9.1 Our Customers

Parks and Recreation Department provides services to the Township Council, Staff, residents, rate-payers, volunteer boards and committees and other volunteer organizations, Region of York and other government staff and agencies.

9.2 Accessibility Statement

This Department will continue to review the services it delivers and the processes it manages with a view to continually identify and reduce barriers and provide safe, accessible, cost-effective services and to enhance and improve the quality of life for all in King Township.

9.3 Parks, Recreation & Culture Department -Barrier Identification 2005

Accessibility Plan Update – Status Fall 2006

What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities	What method will be used to identify the barrier? Strategy to Remove.	• Resources required (Human/Financial) Timing (When will this be completed)	STATUS – FALL 2006
Pottageville Trail	Upgrades.	Human, Financial	Completed
Sycamore Subdivision Trails (Schomberg Fox Trail)	Upgrades, maintenance	Human, Financial	Completed
Osin Lions Park Expansion	Proposals for additional parklands in Schomberg.	Human, Financial	AAC viewed plans, etc, construction to begin in 2007.

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**TOWNSHIP OF KING
ACCESSIBILITY PLAN UPDATE 2006**

**KING TOWNSHIP PUBLIC LIBRARY
SCHEDULE X TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2006**

KING TOWNSHIP PUBLIC LIBRARY

(Governed by the King Township Public Library Board)

Operating four libraries within the Township of King at the following locations:

Ansnoerveldt Library, 18997 Dufferin Street, Ansnoerveldt, Ontario L3Y 4V9

905-775-8717 (Branch Head, Sharon Bentley)

King City Library, 1970 King Road, King City, Ontario L7B 1A6

905-833-5101 (Branch Head, Adele Reid)

Nobleton Library, 8 Sheardown Drive, Nobleton Ontario, LOG 1N0

905-859-4188 (Branch Head, Mary Oram)

Schomberg Library, 77 Main Street, Schomberg, Ontario, LOG 1T0

905-939-2102 (Branch Head, Sharon Bentley)

The King Township Public Library system

- Information Provider to all residents of King Township and open to all citizens
- Lender of numerous information formats and provider of electronic information resources
- Provides instruction on the use of information formats and information retrieval systems
- Programs - provided for all patrons throughout the year
- Public Meeting Rooms and equipment rented to the public or used for library activities
- Community development

CONTACT

Murray McCabe

(905) 833-5101

Chief Executive Officer & Chief Librarian

Fax: (905) 833-0824

mmccabe85@hotmail.com

All Library Branch Heads report to the Chief Executive Officer who in turn reports to the Library Board. Each branch head supervises a trained staff of library personnel. They are also responsible for the safety and security of the facility and those within. All library workers are employees of the Library Board and operate under the policies developed by the Board and the requirements of the Public Libraries Act.

What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities	What method will be used to identify the barrier? Strategy to Remove/Prevent.	• Resources required (Human/Financial) Timing (When will this be completed)	STATUS – FALL 2006
Please see the Township of King Buildings Schedule for status of Library facilities.			

NOTES:

- As part of the library strategic plan that will conclude at the end of 2005, public space was improved at each of the four libraries. This involved the removal of some interior walls (King City), the movement of book stacks (King City & Nobleton) and the creation of more public seating space at Nobleton, Schomberg and King City. The public and staff have been very welcoming of the changes.
- The Library’s new online customer satisfaction survey launched in the summer of 2005 has generated a number of negative comments in regard to access to the lower level of the King City Library. Without the availability of an elevator, many patrons are unable to access the adult non-fiction collection, archives, local history room and computers.
- A ‘Community Needs Assessment’ was completed in 2006. Focus groups that were held with the public support the need for an elevator at King City Library.