



INCORPORATED 1850

# **TOWNSHIP OF KING**

## **ACCESSIBILITY PLAN 2005 UPDATE**



# TOWNSHIP OF KING ACCESSIBILITY PLAN UPDATE - 2005

## TABLE OF CONTENTS

<b>PART 1</b>		<b>Page Number</b>
<b>Section 1:</b>	Township of King - Overview	1
<b>Section 2:</b>	2004 Recommendations - Status	1
<b>Section 3:</b>	New Accessibility for Ontarians with Disabilities Act	3
<b>Section 4:</b>	Identification of Existing Barriers	4
<b>Section 5:</b>	AAC Comments	
<b>Section 6:</b>	2005 Recommendations	
<b>Appendix 'A'</b>	Township of King Accessibility Advisory Committee • Accessibility Advisory Committee Members	7
<b>Appendix 'B'</b>	2005 Plan Development Working Group	8

### **TAB 2**

Township of King Buildings & Facilities Strategy  
- Update of Identified Barriers, 2005

### **TAB 3**

#### **SCHEDULES:**

- I. Clerk's Department
- II. Building Department - Township Facilities & Buildings
- III. Clerk's Department - By-Laws
- IV. Planning Department
- V. Fire & Emergency Services Department
- VI. Operations Department - Public Works/Engineering
- VII. Finance Department - Treasury
- VIII. Finance Department - Human Resources
- IX. Parks, Recreation & Culture Department
- X. King Township Public Library



# TOWNSHIP OF KING ACCESSIBILITY PLAN - 2005 UPDATE

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## 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 will 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: 2004 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 2004. The 2005 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 and 2004 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.*

- (c) In view of the fact that the municipal offices may be re-located, only essential accessibility upgrades be carried out.

*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 has reviewed the renovation plans and submitted comments on accessibility issues. The renovations have begun with the moving of the Operations Department into a different unit, the renovations will be ongoing over fall, 2005 and into 2006. The Accessibility Advisory Committee will continue to be involved in the project.*

- (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 are suggested as priority projects for 2005:

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

*The parking space for Disabled Persons will be constructed in front of the Community Hall as part of the paving and improvement of the Schomberg public parking lot. This project is scheduled for completion late September, 2005.*

- (ii) King Township Museum Accessible Washrooms.

*Funds were not allocated in the 2005 budget, refer to 2006.*

- (iii) King City Library Washroom and Front Door improvements.

*Front door has not been replaced but improvements to the front walkway have been completed. Steps will be outlined with paint. Upstairs washroom and hall doors are just below wheelchair width, will require extensive renovation to accommodate.*

## 2. Township Departments & Facilities

The attached Schedules I – X detail the barriers which were identified in the 2004 Accessibility Plan in each Township Department and in the municipal facilities and provide the status of addressing each barrier.

### SECTION 3: NEW ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT - DISCUSSION

In June, 2005, the new *Accessibility for Ontarians with Disabilities Act* came into effect. Under the new Act the provincial government will work with the disability community and the private and public sectors to jointly develop standards leading to a fully accessible Ontario in 20 years. Standards will be set in both the public and private sectors to address the full range of disabilities – including physical, sensory, mental health, developmental and learning. New standards could include:

- Accessible pedestrian routes and entrances into buildings
- Lower counter heights at cash registers to accommodate wheelchairs
- Large print menus in restaurants for the visually-impaired
- Staff training in serving customers with learning disabilities.

The Province is proceeding with appointing a new Accessibility Standards Advisory Council to advise the minister on the development of standards, public information programs and other matters.

Standards Development Committees made up of members of the disability community, business and sector representatives and government will be formed by the Province to work collaboratively in developing meaningful and realistic accessibility standards setting out what must be done to prevent and remove barriers – and when. The Standards Development Committees will be responsible for developing long term accessibility objectives and proposed accessibility standards for the respective industry, sector or class of persons/organizations, and will define further the persons/organizations that are to be covered by the standard in question. The proposed accessibility standards will be submitted to the minister and cabinet for approval, approved standards will become regulations enforceable as law.

The new Act will significantly impact on the private sector. The various levels of government have recognized the need for, and have been working towards, an all inclusive society for several years. The 2001 *Ontarians With Disabilities Act* made it mandatory for municipalities and other public organizations (such as hospitals and schools) to become accessible, however it did not set any timelines or provide any standards, nor were there any penalties. The new Act sets out a plan for establishing accessibility deadlines and standards not only for municipalities, but also for the private sector. There are substantial penalties and fines for non-compliance.

The AAC for the Township of King celebrates the new Act as legislation with 'teeth' that will make a marked difference in the quality of life for many residents. The AAC also sees the implementation of the Act as an opportunity to be proactive in its mandate of advising and educating Council and the public about disability issues. Many people are not aware of the new legislation and the AAC feels it is very important that the word gets out. This year the AAC developed an accessibility checklist to be distributed with the Township Site Plan and Building Applications advising of the new legislation and encouraging people to 'build in' accessibility. The pamphlet has been reviewed by Township staff and will be presented to Council for approval along with the 2005 Accessibility Plan Update. The AAC plans to meet with the Township Chambers of Commerce to discuss the new legislation to ensure that businesses and public entities in the municipality are aware of the coming responsibilities.

#### **SECTION 4: IDENTIFICATION OF EXISTING BARRIERS**

##### **TAB 2 – TOWNSHIP OF KING BUILDINGS AND FACILITIES STRATEGY – UPDATE OF IDENTIFIED BARRIERS 2005**

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 has been encouraged to see 'small steps' in accessibility contributing to the progress of making the Township of King an all-inclusive municipality. This year projects such as the entrance improvements at the King City Community Recreation Centre, the designated parking spaces at the Laskay Hall and the Schomberg Community Hall, and the inclusion of accessible components in playground equipment have been recognized as highlights. The Committee was also impressed with its sneak preview of the new GO Transit station in King City and the leadership GO has shown in barrier free travel. The Committee congratulates those businesses in the private sector which have gone the extra mile by including accessibility features in their renovations such as the Mill on Main Restaurant in Schomberg, and the IGA in Schomberg for adding more parking spaces for disabled persons.

The Committee wishes to continue with its mandate of education. In the New Year, the Committee plans to meet with the Township Chambers of Commerce to discuss the implications of the new Act on private businesses. The Committee is also planning some 'outreach' programs and will be looking into attending some Township events to provide information to the public on the Committee's activities and accessibility, as well as recruiting new members.

In 2005, the Committee developed an Accessibility Checklist targeted at developers, contractors, home owners who are building a new home or thinking of renovating. The Checklist provides information on how to 'build in' accessibility and advises that the new Act will make it mandatory for businesses and other venues that are public to become accessible. Having completed the Checklist pamphlet this year, the Committee is interested in developing a guide to businesses on becoming accessible and establishing a program for recognition of same.

In 2005 2 members of the AAC attended the accessibility conference in Burlington and members and Township staff have attended various events, programs and meetings in other municipalities. 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.

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: 2005 RECOMMENDATIONS**

The (Staff) Working Committee recommends that:

- (a) The AAC invite 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) Council approve the Accessibility Checklist developed by the AAC and support the distribution of the brochure with all Site Plan and Building Applications.
- (c) Staff continue to work on identifying, preventing and eliminating identified barriers;
- (d) Staff continue to work to eliminate the barriers as identified in Schedules I – X;
- (e) The following projects are suggested as priority projects for 2006;
  - (i) Completion of Municipal Office renovations;
  - (ii) Completion of Renovations at Nobleton Community Recreation Centre;

- 
- (iii) King Township Museum Accessible Washrooms, estimated cost \$10,000. – main museum building requires washroom upgrades to facilitate programs. Front door also to be accessible.  
*(deferred from 2005, for re-consideration in 2006)*
  
  - (iv) King City Library Washroom and Front Door improvements, estimated cost \$28,000.  
*(deferred from 2005, for re-consideration in 2006- Entrance improvements in the 2007 forecast)*
  
  - (v) 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.



**ACCESSIBILITY ADVISORY COMMITTEE**

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**APPENDIX 'A'  
TO TOWNSHIP OF KING  
ACCESSIBILITY PLAN UPDATE – 2005**

**2005 - PLAN DEVELOPMENT WORKING GROUP**

<b>Working Group Member</b>	<b>Department Represented</b>	<b>Contact Telephone/Fax/e-mail</b>
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**APPENDIX 'B' TO TOWNSHIP OF KING  
ACCESSIBILITY PLAN UPDATE – 2005**

**TOWNSHIP OF KING**  
**TOWNSHIP OF KING BUILDINGS AND FACILITIES STRATEGY**  
**UPDATE OF IDENTIFIED BARRIERS 2005**

<b>FACILITY/BARRIERS IDENTIFIED</b>	<b>STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME</b>	<b>STATUS FALL 2005 &amp; SUCCESS/BARRIERS TO ACHIEVEMENT</b>
<p><b>MUNICIPAL OFFICES</b></p> <p><b>NOTE FROM 2003 PLAN:</b> 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><b>2004 -</b> Council has authorized staff to proceed in identifying options to re-locate.</p>	<p>Renovations – budget approved for 2005/2006 project.</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 Accessibility Advisory Committee has reviewed the renovation plans and submitted comments on accessibility issues. The renovations have begun with the moving of the Operations Department into The former Physio unit, the renovations will be ongoing over fall, 2005 and into 2006. The Accessibility Advisory Committee will continue to be involved in the project.</p>

**TOWNSHIP OF KING**  
**TOWNSHIP OF KING BUILDINGS AND FACILITIES STRATEGY**  
**UPDATE OF IDENTIFIED BARRIERS 2005**

Page 2

<b>FACILITY/BARRIERS IDENTIFIED</b>	<b>STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME</b>	<b>STATUS FALL 2005 &amp; SUCCESS/BARRIERS TO ACHIEVEMENT</b>
<p><b>KING MUSEUM &amp; BUILDINGS</b></p> <p>Not wheelchair accessible.</p>	<p>Heritage Building Site</p> <p>Consider future review to determine feasibility/costs/uses Refer to 5 year budget planning forecast.</p>	<p>Accessible washrooms and improvement to front door of main museum building proposed in 2005 budget.</p> <p>Barrier – Funds not allocated in 2005 budget, try for 2006.</p>
<p><b>KING CITY COMMUNITY RECREATION CENTRE (ARENA)</b></p> <p>Lip at entrance should be reduced</p> <p>Washrooms: towel dispensers are too high (upstairs &amp; downstairs)</p>	<p>Maintenance staff to investigate &amp; see if entrance may be addressed &amp; correct height of towel dispensers.</p> <p>Human Resources, Financial</p> <p>To be completed in the summer of 2003, within 2003 maintenance budget allocation</p> <p>Financial approved.</p> <p>Exterior alterations in progress – plan to remove stairs entirely &amp; provide ramps currently underway</p>	<p>New entrance constructed in 2005, outside steps were removed &amp; replaced with a ramp.</p> <p>Canopy to be completed Fall, 2005.</p> <p>Risers on the interior stairs to be marked with contrasting colour, fall 2005.</p> <p>Completed in 2005</p>

**TOWNSHIP OF KING**  
**TOWNSHIP OF KING BUILDINGS AND FACILITIES STRATEGY**  
**UPDATE OF IDENTIFIED BARRIERS 2005**

Page 3

<b>FACILITY/BARRIERS IDENTIFIED</b>	<b>STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME</b>	<b>STATUS FALL 2005 &amp; SUCCESS/BARRIERS TO ACHIEVEMENT</b>
<p><b>KING CITY FIREHALL</b></p> <p>No signage re: barrier free washrooms</p>		<p>Completed</p>
<p><b>LASKAY COMMUNITY HALL</b></p> <p>No Disabled Parking</p> <p>No signage re: barrier free washrooms. Washroom mirror should be lowered or tilted. Add lever handles to sinks in washrooms.</p> <p>Relocate moveable stage stairs from men's washroom aisle</p> <p>Check settling of ramp at side door (lip)</p>	<p>Signage, mirror to be addressed in 2003 maintenance budget; lever handles if funds available in 2003; refer to 2004 budget, if not.</p> <p>Request Committee of Management to store elsewhere</p> <p>Maintenance Item Human, Financial</p>	<p>Disabled Parking Space has been provided at the front door.</p> <p>Building Dept. advises that technically, the washrooms do not meet barrier-free requirements, but they are large. Therefore, no sign to be posted.</p> <p>The Stairs are now being stored elsewhere.</p> <p>Staff to check on an annual basis, frost causes the ramp to move.</p>
<p><b>TOWNSHIP WORKS YARD (office area only)</b></p> <p>No barrier free parking spaces No ramps</p> <p>No barrier free washrooms, hardware Hallways undersized No signage</p>	<p>The 5 year Capital Projects Plan includes an addition for 2005.</p>	<p>Defer to 2006.</p> <p>AAC will have an opportunity to review &amp; comment on renov plans.</p>

**TOWNSHIP OF KING  
TOWNSHIP OF KING BUILDINGS AND FACILITIES STRATEGY  
UPDATE OF IDENTIFIED BARRIERS 2005**

Page 4

<b>FACILITY/BARRIERS IDENTIFIED</b>	<b>STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME</b>	<b>STATUS FALL 2005 &amp; SUCCESS/BARRIERS TO ACHIEVEMENT</b>
<p><b>SCHOMBERG COMMUNITY HALL</b></p> <p>Front entrance is not accessible – should be signage at side door to indicate wheelchair accessible entrance.</p> <p>No handicapped parking spaces</p> <p>Doorways to downstairs washrooms are less than the required 32 inches wide; however, this could be remedied. Otherwise the downstairs washrooms require grab bars and are sufficient</p> <p>A chair lift has been installed, however, the upper level is not wheelchair accessible nor are the washrooms upstairs compliant; the emergency exit for upstairs is not safe for wheelchair or otherwise physically disabled.</p>	<p>Identify a location for a Disabled Parking space, investigate costs</p> <p>Human, Financial Resources</p> <p>Signage to be addressed in 2003</p> <p>Investigate costs of adjusting the downstairs washroom doors &amp; fixtures</p> <p>Downstairs washrooms – refer to 2004 budget</p> <p>The suggested upgrades would make the lower level completely accessible. However, before further retrofit (upstairs) is contemplated, refer to the Parks &amp; Recreation Needs Study</p>	<p>Designated parking space at front on Main street – completed.</p> <p>Fire separation between basement and floor was completed.</p> <p>Upgrade of washrooms referred to 2006 budget.</p> <p>The 2004 Parks &amp; 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>

**TOWNSHIP OF KING**  
**TOWNSHIP OF KING BUILDINGS AND FACILITIES STRATEGY**  
**UPDATE OF IDENTIFIED BARRIERS 2005**

Page 5

<b>FACILITY/BARRIERS IDENTIFIED</b>	<b>STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME</b>	<b>STATUS FALL 2005 &amp; SUCCESS/BARRIERS TO ACHIEVEMENT</b>
<p><b>KETTLEBY/ POTTAGEVILLE COMMUNITY LIONS HALL</b></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>Human Resources, Financial</p>	<p>Completed 2005.</p> <p>Parking Lot improvements planned – budgeted for 2006. Paving of parking lot will address the entrance problem.</p>
<p><b>POTTAGEVILLE PARK PAVILION</b></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>Lot regrading required, regrading will address the building access issue.</p> <p>Staff is concerned aabout constructing a parking space at the lower level near the Pavilion due to the Emergency Access Route into the park &amp; facility. To review in 2006.</p> <p>Staff to ‘round’ corners of picnic tables and attached bench seats</p>

**TOWNSHIP OF KING  
TOWNSHIP OF KING BUILDINGS AND FACILITIES STRATEGY  
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<p><b>NOBLETON COMMUNITY RECREATON CENTRE (Arena)</b></p> <p>Add markings and signage to indicate location of ramp at the walkway. Disabled parking area is distant from the ramp and the ramp cannot readily be seen. Suggest consideration of an additional Disabled parking space near the ramp.</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>Staff to address in 2003. Paint ramp markings, add signage; add parking space near ramp.</p> <p>Human, Financial Resources</p> <p>Maintenance staff &amp; 2003 Maintenance budget.</p> <p>Refer to Building Department Staff to review</p> <p>Building Department staff to review in 2003 &amp; determine how changes can be made &amp; report back to AAC.</p>	<p>2 new designated parking spaces have been located in close proximity to ramp, original space has been retained.</p> <p>Future building expansion; will address remaining accessibility issues.</p> <p>2005 – renovation/addition was approved in 2005 budget, preliminary plans have been drawn up. AAC will review and comment on the project plans. Should address accessibility issues.</p> <p>AAC visited in 2004, Elevator – instructions should be in large font and placed lower, so person in a wheelchair can use – completed.</p> <p>Due to security reasons, the key has to be kept at the front desk.</p>



**TOWNSHIP OF KING**  
**TOWNSHIP OF KING BUILDINGS AND FACILITIES STRATEGY**  
**UPDATE OF IDENTIFIED BARRIERS 2005**

Page 7

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<p><b>NOBLETON SENIORS CENTRE</b></p> <p>Seniors Centre is not wheelchair accessible from outside, however wheelchairs may enter from the arena foyer</p>	<p>Future ramp to be considered for outside access door.</p> <p>Design and cost to be determined for consideration in 10 year capital plan.</p>	<p>Human, Financial Resources</p> <p>Design and cost to be determined for consideration in 10 year capital plan.</p>
<p><b>ANSNORVELDT PUBLIC LIBRARY</b></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>Maintenance staff to adjust. To be monitored to ensure it does not sink.</p> <p>Human, Financial Resources</p> <p>Correction of door and ramp improvements referred to 2005 budget</p> <p>Replace display stand and remove/relocate wall shelving.</p> <p>2004 Library budget</p> <p>Complete in 2005.</p>	<p>Parking lot was improved, (re-graded &amp; addition of gravel) in 2005, wooden walk/ramp replaced with a concrete, step into building has been eliminated.</p> <p>Door to be rehung, fall of 2005, funds are in the budget.</p> <p>Video &amp; CD shelving still to be relocated, book kit stand has been moved.</p>

**TOWNSHIP OF KING  
TOWNSHIP OF KING BUILDINGS AND FACILITIES STRATEGY  
UPDATE OF IDENTIFIED BARRIERS 2005**

Page 8

<b>FACILITY/BARRIERS IDENTIFIED</b>	<b>STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME</b>	<b>STATUS FALL 2005 &amp; SUCCESS/BARRIERS TO ACHIEVEMENT</b>
<p><b>SCHOMBERG PUBLIC LIBRARY</b></p> <p>Check clearance at washroom sinks for wheelchair access.</p> <p>Front desk/counter should have a lowered area for wheelchair access and children.</p>	<p>Maintenance staff to check &amp; report on findings.</p> <p>If action required, refer to 5 year capital plan.</p> <p>Desk replacement had been planned. Desk to be replaced, 2003 or refer to 2004 budget discussions.</p>	<p>Area of washrooms not adequate for wheelchairs, funds approved in 2005.</p> <p>A new lower wheelchair accessible counter has been constructed. The unit may be swung out of the way when necessary.</p>
<p><b>NOBLETON PUBLIC LIBRARY</b></p> <p>Some attention should be given to the interlocking stones at the entrance.</p> <p>Washrooms require upgrades, referred to 2006 budget.</p>	<p>Interlocking stones to be leveled.</p> <p>Maintenance staff to check stones &amp; depending on scale of work, complete or refer to 2004 Budget discussions. Walkway, front entrance to be re-aligned and re-laid, 2005.</p> <p>Human, Financial Resources</p>	<p>Walkway &amp; front entrance stones scheduled for replacement by concrete by the end of 2005.</p> <p>Automated doors proposed for 2007 capital budget.</p> <p>Interior renovations undertaken in 2005, wheelchair accessible counter to be added to the circulation desk.</p>

**TOWNSHIP OF KING**  
**TOWNSHIP OF KING BUILDINGS AND FACILITIES STRATEGY**  
**UPDATE OF IDENTIFIED BARRIERS 2005**

<b>FACILITY/BARRIERS IDENTIFIED</b>	<b>STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME</b>	<b>STATUS FALL 2005 &amp; SUCCESS/BARRIERS TO ACHIEVEMENT</b>
<p><b>KING CITY PUBLIC LIBRARY</b></p> <p>2 Storey, no elevator – main floor is accessible.</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 – refer 2005 budget.</p>	<p>Elevator/expansion to be considered in 5 year budget forecast.  Refer to 2005 budget.  Library Board asking Council to match any Trillium Funding it might receive in the 2005 Capital Budget for an elevator .</p> <p>Staff to look into doorway width matter to see if anything can be done. Contractors have been in to estimate.</p> <p>Human, Financial Resources</p>	<p>Deferred to 2007 Capital Budget.</p> <p>Accessible front counter has been installed.</p> <p>These items not completed, refer to the 2006 budget process.</p>
<p><b>KING CITY SENIORS CENTRE</b></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>Human &amp; Financial</p> <p>Human &amp; Financial</p>	<p>Addition/renovations planned; accessibility issues to be addressed, AAC to have input on project.</p> <p>Interlocking stones at front and side doors have been replaced. Front entrance is now level.</p>

**TOWNSHIP OF KING**  
**TOWNSHIP OF KING BUILDINGS AND FACILITIES STRATEGY**  
**UPDATE OF IDENTIFIED BARRIERS 2005** Page 10

<b>FACILITY/BARRIERS IDENTIFIED</b>	<b>STRATEGY FOR REMOVAL/ PREVENTION-RESOURCES REQUIRED/ TIME FRAME</b>	<b>STATUS FALL 2005 &amp; SUCCESS/BARRIERS TO ACHIEVEMENT</b>
<p><b>GENERAL AAC COMMENTS</b></p> <p>There appear to be a number of small area rugs and mats at entrances at many of the facilities and at the Township offices which can hamper accessibility and safety.</p>	<p>Consider alternate ways of controlling tracking in of water, snow, dirt.</p> <p>Maintenance staff, facility operators to look at alternatives.</p> <p>This report will be provided to all Boards of Management for their information.</p>	<p>Cleaning/sanitization issues with using the 'grit', also mats are needed to absorb slush, snow and water.</p> <p>Referred to Township Health &amp; Safety Committee for comments.</p>

H:\Accessibility Advisory Committee\Accessibility Plan Update, 2005\Township Buildings and Facilities Strategy Update of Barriers 2005.doc

Apr. 13, 07



**TOWNSHIP OF KING  
ACCESSIBILITY PLAN UPDATE 2005**

**CLERKS DEPARTMENT  
SCHEDULE 1 TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2005**

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**CLERKS DEPARTMENT**

Responsible for general public administration, municipal legislation, record keeping, Council/Committee meeting schedules, minutes and agendas, reception and switchboard services, municipal elections, operation of the Nobleton Cemetery, Freedom of Information, licensing. The By-law Enforcement Department is under the supervision of the Clerk.

**CONTACT**

Chris Somerville, Clerk      (905) 833-5321, Ext. 234  
  Fax: (905) 833-2300  
csomer@township.king.on.ca

**1.1 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.

**1.2 Accessibility Statement**

The Clerks Department will continue to review departmental, municipal election, council and committee processes to identify and remove barriers that limit accessibility to these processes for people with disabilities.

1.3 Clerk's Department - Barrier Identification 2004

Accessibility Plan Update 2005 - Status Fall 2005

<p><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier?</b></p>	<p><b>• Resources required (Human /Financial) Timing (When will this be completed)</b></p>	<p><b>Status - Fall 2005</b></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>New Parking By-law which includes standards for the size and number of parking spaces for the disabled was developed and enacted in Spring, 2005.</p> <p>New Purchasing By-law passed in December, 2004 provides that the requirements of the ODA will be promoted and incorporated wherever possible in procurement activities of the Corporation.</p> <p>Review of regulatory by-laws is being undertaken. To date no obvious accessibility issues have been found.</p> <p>By-law review is ongoing. More information required from ODA in order to identify barriers.</p>

<p><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier?</b></p>	<p><b>• Resources required (Human /Financial)  Timing (When will this be completed)</b></p>	<p><b>Status - Fall 2005</b></p>
<p>Review the Procedural By-law to identify any process barriers for people with disabilities.</p>	<p>Review and discuss with and seek input from the AAC.  AAC considered the Procedural By-law at its meeting in October, 2004. Requested further discussion, will be on January/05 AAC Agenda.</p>	<p>•Human Resources</p>	<p>The AAC discussed the Procedural By-law at its meeting on January 12, 2005.  The Committee had concerns about the sound system in the Council Chambers. The biggest problem is getting people to speak directly into the microphone.  Concerns expressed for a bench outside for people waiting to attend Council Meetings during the Closed Session. Benches had been removed due to vandalism and York Region Police CPTED recommendations.  People may come into the Committee Room &amp; sit down to wait. Staff to ensure outside door is open.</p>

<p><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier?</b></p>	<p><b>• Resources required (Human /Financial) Timing (When will this be completed)</b></p>	<p><b>Status - Fall 2005</b></p>
<p>Review publication standards for Council and Committee Agendas and reports</p>	<p>Assess for most appropriate font based on input from AAC and Canadian Institute for the Blind.</p> <p>CNIB preferred font is Arial, size 14. Increases document size by 1/3, impacts on budget, filing and storage space.</p> <p>AAC agreed use existing preferred font, (Times New roman size 12) and provide agendas, minutes, by-laws and any Township reports in larger print upon request.</p> <p>Improvements to the Website will also assist with this barrier.</p>	<p>•Human, Financial</p> <p>Spring-summer 2004</p>	<p>The Township Website underwent improvements for accessibility , completed in fall, 2004.</p>
<p>Investigate/initiate in-house training courses for staff to educate and to develop awareness of disabilities</p>	<p>Discuss with Staff Working Group, co-ordinate with other departments</p> <p>Disability Awareness Seminars were held for all Township staff in the summer of 2004.</p> <p>Clerk &amp; Human Resources Coordinator attended seminar on Hearing disabilities</p>	<p>•Human, Financial (2004 Budget)</p> <p>Spring/summer 2004</p>	<p>Humans Resources Dept. to continue to develop further training.</p>



<p><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier?</b></p>	<p><b>• Resources required (Human /Financial) Timing (When will this be completed)</b></p>	<p><b>Status - Fall 2005</b></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 – early 2005.</p>	<p>• Human Fall 2005  (Survey could be available for ongoing input)</p>	<p>The AAC discussed the survey, but did not implement.</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>In 2005, renovations are planned for Municipal Offices. The AAC has reviewed the renov plans and provided comments for accessibility. Renov project – to be phased over 2005 and 2006.</p>

<p><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier?</b></p>	<p><b>• Resources required (Human /Financial) Timing (When will this be completed)</b></p>	<p><b>Status - Fall 2005</b></p>
<p>Educational/Awareness Services</p>	<p>Work with the AAC in producing educational printed and web-site material to inform and increase staff and public awareness of disabilities</p> <p>AAC with Township staff developed an information brochure, distributed Township wide with July Tax Bills.</p> <p>Website has been re-designed and is more user-friendly. Accessibility upgrades in progress, demonstration for AAC at November meeting.</p> <p>Accessibility Plan and AAC items will be on the Website. AAC will have input.</p>	<p>• Human (2004 budget) Spring/summer 2004</p>	<p>In 2005, the AAC developed an accessibility check list to be distributed with Building Permit and Site Plan applications.</p> <p>AAC participated in Fire &amp; Emergency Services Fire Prevention Week Open House on October 1, 2005.</p>

<p><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier?</b></p>	<p><b>• Resources required (Human /Financial) Timing (When will this be completed)</b></p>	<p><b>Status - Fall 2005</b></p>
<p>Access to Records/Archival materials, information.</p>	<p>Review of record management to be undertaken to determine ways to make more accessible, eg. Transferring to micro-film or providing electronically. Retain consultant to conduct overview of records management system</p> <p>Initiate Spring/summer 2004 – ongoing.</p> <p>2005 budget recommendation – partnership with King Township Library for electronic archival of records. Once initiated will provide access via internet. Hoping for student grant.</p>	<p>• Human, Financial (2004 budget)</p> <p>Initiate Spring/summer 2004</p> <p>Ongoing.</p>	<p>Clerks Dept. worked in partnership with the Library in processing Township By-laws for the website. Summer student hired and scanned by-laws 1995 – 2005 into the computer. Most of these have been indexed and are accessible to all.</p>



**TOWNSHIP OF KING  
ACCESSIBILITY PLAN UPDATE 2005**

**BUILDING DEPARTMENT  
SCHEDULE II TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2005**

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**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@township.king.on.ca](mailto:bgrubbe@township.king.on.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><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier?</b></p>	<p><b>• Resources required (Human/Financial) Timing (When will this be completed)</b></p>	<p><b>STATUS – FALL 2005</b></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.</p> <p>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> A Needs Study has been recommended for the Municipal Offices. In conjunction with this, the Municipal Offices should be evaluated/assessed for accessibility.</p>	<p>The Study will determine the building’s accessibility level measured against current Building Code standards; identify existing barriers or problems areas (signage, colour use, lighting, flooring, technology, reception areas, etc.)</p> <p>Needs Study was not conducted, instead Council directed Chief Administration Officer to consider options for relocation.</p>	<p>• Human: Staff + Consulting; Financial 2005 Budget</p>	<p>After staff reported on options, Council approved remaining in the present location and approved budget allocation for extensive renovations to take place 2005 – 2006.</p> <p>The AAC has reviewed the plans for the first phase and submitted comments regarding accessibility issues to the Chief Building Official.</p>

<p><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier?</b></p>	<p><b>• Resources required (Human/Financial) Timing (When will this be completed)</b></p>	<p><b>STATUS – FALL 2005</b></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 pending the outcome of the Needs Study, develop a plan to ensure these properties are made accessible.</p>	<p>• Human – Consultant 2005 – Budget</p>	<p>Accessibility issues to be considered in the renovation of the rental units.</p>



**TOWNSHIP OF KING  
ACCESSIBILITY PLAN UPDATE 2005**

**BY-LAW DEPARTMENT  
SCHEDULE III TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2005**

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**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@township.king.on.ca](mailto:wpeacock@township.king.on.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 2004

Accessibility Plan Update – Status Fall 2005

<p><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier?</b></p>	<p><b>• Resources required (Human/Financial)  Timing (When will this be completed)</b></p>	<p><b>STATUS – FALL 2005</b></p>
<p>Township Disabled Parking By-law</p>	<p>In review with the Planning Department, it was learned that the Township By-law for Disabled Parking with respect to # and size of parking spaces has been repealed. Clerk's By-law Dept. to work with Planning and Building Departments to prepare and with AAC for input, and bring forward for Council approval</p>	<p>• Human  Summer 2003 By-law to be prepared for AAC review &amp; comment Fall, 2004</p>	<p>Completed, Spring 2005</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>To be addressed in Office Renovations project, Fall 2005</p>





**TOWNSHIP OF KING  
ACCESSIBILITY PLAN UPDATE 2005**

**PLANNING DEPARTMENT  
SCHEDULE IV TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2005**

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**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 2004

Accessibility Plan Update – Status Fall 2005

<p><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier?/Strategy to Address</b></p>	<p><b>•Resources required (Human/Financial) Timing (When will this be completed)</b></p>	<p><b>STATUS - FALL 2005</b></p>
<p>Parking By-law – Parking Spaces for Disabled Persons</p>	<p>Review and implement on Site Plans  By-law to be developed by Clerks/By-law and Building Departments with comment from Planning Department, early 2005.</p>	<p>• Human Review and Revision of By-law 2003</p>	<p>Completed, Spring 2005.</p>
<p>Planning Application Forms both hard copy and on Web Site - Fonts</p>	<p>Review and update</p>	<p>• Human 2003</p>	<p>To be completed in 2006 as part of a comprehensive application review and update.</p>

4.3 Planning Department - Barrier Identification 2004

Accessibility Plan Update – Status Fall 2005

<p><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier?/Strategy to Address</b></p>	<p><b>•Resources required (Human/Financial) Timing (When will this be completed)</b></p>	<p><b>STATUS - FALL 2005</b></p>
<p>Consider drafting Site Plan Accessibility Check List.</p>		<p>• Human Fall, 2005</p>	<p>AAC to prepare accessibility guidelines pamphlet to be distributed with application packages. This guideline would also be suitable to circulate with Building Department Applications.</p> <p>Pamphlet completed, Planning staff reviewed. To be approved by Council together with the 2005 Accessibility Plan Update.</p>



**TOWNSHIP OF KING  
ACCESSIBILITY PLAN UPDATE 2005**

**FIRE & EMERGENCY SERVICES DEPARTMENT  
SCHEDULE V TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2005**

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**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**

Dennis Gannon, Fire Chief (905) 833-2800  
Fax: (905) 833-6960  
dgannon@township.king.on.ca  
Or Keith Wells [kwells@township.king.on.ca](mailto:kwells@township.king.on.ca)  
Fire Prevention Officer

**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.

<p><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier? Strategy for removal/Prevention.</b></p>	<p><b>• Resources required (Human/Financial) Timing (When will this be completed)</b></p>	<p><b>STATUS – FALL 2005</b></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><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier? Strategy for removal/Prevention.</b></p>	<p><b>• Resources required (Human/Financial) Timing (When will this be completed)</b></p>	<p><b>STATUS – FALL 2005</b></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 2005**

**OPERATIONS DEPARTMENT  
SCHEDULE VI TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2005**

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**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  
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 2004

<b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b>	<b>What method will be used to identify the barrier? Strategy for removal/Prevention.</b>	<b>• Resources required (Human/Financial) Timing (When will this be completed)</b>	<b>STATUS – FALL 2005</b>
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 2005**

**FINANCE DEPARTMENT  
SCHEDULE VII TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2005**

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**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@township.king.on.ca](mailto:dyoung@township.king.on.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.

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?	<ul style="list-style-type: none"> <li>● Resources required (Human/Financial)</li> <li>Timing (When will this be completed)</li> </ul>	STATUS – FALL 2005
Information Technology Access to the Township Website	<p>Review of Township Website to update with accessibility options and improved accessibility features FRFP to be issued for upgrade - AAC to review RFP</p> <p>Website developer has reviewed accessibility guidelines and submitted a proposal. This proposal is presently being implemented. Website developer will meet with the AAC to review and explain accessibility features and changes and get input on further changes required.</p>	<ul style="list-style-type: none"> <li>● Human Financial</li> </ul> <p>2003 - Part of upgrade of system</p>	Completed, Winter 2004/05.
Access to Treasury Counter	<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>	<ul style="list-style-type: none"> <li>● Human Financial</li> </ul>	Addressed in Municipal Office renovations, to be completed fall 2005/early 2006.

<p><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier?</b></p>	<p><b>• Resources required (Human/Financial) Timing (When will this be completed)</b></p>	<p><b>STATUS – FALL 2005</b></p>
<p>Purchasing By-law, policies &amp; procedures</p>	<p>Review in conjunction with Accessibility Committee to identify any accessibility issues</p> <p>The Municipal Act requires all municipalities to have a revised procurement policy in place by Dec. 31/04.</p>	<p>• Human 2003</p>	<p>New Purchasing By-law completed December, 2004 with clause: “to promote and incorporate wherever possible the requirements of the ODA in procurement activities of the Corporation”</p>



**TOWNSHIP OF KING  
ACCESSIBILITY PLAN UPDATE 2005**

**FINANCE DEPARTMENT – HUMAN RESOURCES  
SCHEDULE VIII TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2005**

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**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@township.king.on.ca](mailto:mloan@township.king.on.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.

<b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b>	<b>What method will be used to identify the barrier? Strategy to remove.</b>	<b>• Resources required (Human/Financial) Timing (When will this be completed)</b>	<b>STATUS – FALL 2005</b>
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 2005**

**PARKS, RECREATION & CULTURE DEPARTMENT  
SCHEDULE IX TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2005**

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**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) 833-5321, Ext. 265  
Director of Parks, Recreation & Culture Fax: (905) 833-2300  
[cpurcell@township.king.on.ca](mailto:cpurcell@township.king.on.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 2004

Accessibility Plan Update – Status Fall 2005

<p><b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b></p>	<p><b>What method will be used to identify the barrier? Strategy to Remove.</b></p>	<p><b>• Resources required (Human/Financial) Timing (When will this be completed)</b></p>	<p><b>STATUS – FALL 2005</b></p>
<p>Pottageville Park</p>	<p>Additional Equipment to be added, funds raised by former Park Committee - project to have input from the committee</p>	<p>Human, Financial</p>	<p>AAC reviewed the proposed additional equipment. 'Biggo' swing installed summer of 2005 with fibretop surfacing that is recognized as an accessible surfacing option.</p>
<p>Nieuwland Park (Mason Homes Development, Schomberg)</p>	<p>New Park being installed.</p>	<p>Human, Financial</p>	<p>AAC reviewed the proposed new park equipment. Play surface is rubber tiles, structure has accessible components (ramp, transfer stations).</p>
<p>Pottageville Trail</p>	<p>Upgrades.</p>	<p>Human, Financial</p>	<p>Upgrades undertaken, additional screening added to aid accessibility.</p>
<p>Sycamore Subdivision Trails (Schomberg Fox Trail)</p>	<p>Upgrades, maintenance</p>	<p>Human, Financial</p>	<p>Continued maintenance, additional screening to continue accessibility</p>
<p>Trails (Physical/Architectural barriers)</p>	<p>A new section of the Oak Ridges Moraine trail was opened in October 2004 -</p>	<p>Human, Financial</p>	<p>The Oak Ridges Trail Association and Seneca College announced the opening of a section of the ORM Trail called the "Woodland Passage Trail" to provide an opportunity for all people, including those with disabilities, to access and experience the beauty of the Oak Ridges Moraine.</p>

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	STATUS – FALL 2005
Osin Lions Park Expansion	Proposals for additional parklands in Schomberg.	Human, Financial	AAC will have an opportunity to review and comment on facilities to be included in the new parklands in Schomberg, Fall 2005.

H:\Accessibility Advisory Committee\Accessibility Plan Update, 2005\ACCESSIBILITY PLAN UPDATE 2005 SCHEDULES\Parks & Recreation Department Update - Schedule IX.doc





**TOWNSHIP OF KING  
ACCESSIBILITY PLAN UPDATE 2005**

**KING TOWNSHIP PUBLIC LIBRARY  
SCHEDULE X TO TOWNSHIP OF KING ACCESSIBILITY PLAN – UPDATE 2005**

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**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, Linda Chadwick)

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

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Chief Executive Officer & Chief Librarian

Fax: (905) 833-0824

[mmccabe85@hotmail.com](mailto: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.

<b>What By-laws, policies and practices will be reviewed in the coming year in order to identify barriers to persons with disabilities</b>	<b>What method will be used to identify the barrier? Strategy to Remove/Prevent.</b>	<b>• Resources required (Human/Financial) Timing (When will this be completed)</b>	<b>STATUS – FALL 2005</b>
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 levels 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.
- In the last quarter of 2005, the Library will be hiring a consultant to undertake a ‘Community Needs Assessment’ which will no doubt create some feedback about accessibility to the libraries and the future needs of the public in terms of library services.