

The Corporation of the Township of North Huron

By-law No. 36-2025

Being a by-law to adopt a Removal of Barriers to Accessibility Strategy for the Corporation of the Township of North Huron

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Printing Date: May 21, 2025

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By-law No. 36-2025

Being a by-law to adopt a Removal of Barriers to Accessibility Strategy for the Corporation of the Township of North Huron

WHEREAS Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that municipal power shall be exercised by by-law;

AND WHEREAS the Accessibility for Ontarians with Disabilities Act, 2005 (the "AODA") is a Provincial Act with the purpose of developing, implementing and enforcing accessibility standards in order to achieve accessibility for persons with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures and premises;

AND WHEREAS the Council of the Corporation of the Township of North Huron is desirous of adopting a Removal of Barriers to Accessibility Strategy;

NOW THEREFORE the Council of the Corporation of the Township of North Huron ENACTS as follows:

1. That the Township of North Huron Removal of Barriers to Accessibility Strategy attached hereto as Schedule "A" be hereby adopted and shall form part of this by-law.
2. That this by-law shall come into force and takes effect on the day of the final passing thereof.

Read a first and second time this 20th day of May, 2025.

Read a third time and passed this 20th day of May, 2025.

Paul Heffer, Reeve

CORPORATE SEAL

Carson Lamb, Clerk

Township of North Huron

Removal of Barriers to Accessibility Strategy



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Disclaimer:

This Strategy is developed to remove barriers throughout the Township of North Huron by implementing best practices.

Upon request, alternative formats for this document can be requested by contacting the Clerk's Department.

Organizational Commitment

The Township of North Huron is committed to ensuring equal access and participation for people with disabilities. We are committed to treating people with disabilities in a way that allows them to maintain their dignity and independence. We believe in integration, and we are committed to meeting the needs of people with disabilities in a timely manner. We will do so by removing and preventing barriers to accessibility and meeting our accessibility requirements under the Accessibility for Ontarians with Disabilities Act and Ontario's accessibility laws.

Policy Statement

The Township of North Huron understands our obligations under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and its accessibility standards.

The AODA provides for the development, implementation, and enforcement of accessibility standards in order to achieve accessibility for persons with disabilities in all aspects of society.

The Township must meet requirements in key areas including:

- General Standards (Procurement, Training and Policy)
- Customer Service
- Information and Communication
- Employment
- Transportation
- Built Environment and Public Spaces.

For the key areas listed above, the AODA requires that the Township:

- Identify, prevent, and remove barriers that people with disabilities face in accessing the Township's goods, services, and facilities;
- Accommodate the accessibility needs of people with disabilities to ensure they can obtain, use or benefit from municipal goods, services and facilities, and that they can do so in a timely manner, at a cost no greater than the cost for people without disabilities; and
- Develop and train municipal employees to provide accessible goods, services, and facilities.

Purpose

Under the Accessibility for Ontarians with Disabilities Act, 2005, all public and private sector organizations must meet the requirements of accessibility standards established by regulation. The purpose of this Strategy is to ensure that the Township of North Huron aligns

with the requirements as mandated under the Integrated Accessibility Standards (Ontario Regulation 191/11 and Ontario Regulation 413/12).

Scope

This Strategy applies to:

- All Township facilities, services and programs;
- Employment practices within the Township;
- Information and communications materials and methods used by the Township;
and
- Public spaces and events organized or hosted by the Township.

Types of Barriers That May Exist

The following are definitions of the different types of barriers to accessibility that may exist and that when present may prevent a person with a disability from fully accessing a good, service, and/or facility because of their disability. These barriers will be used to classify the current barriers to accessibility in North Huron.

Architectural or Physical

Architectural or physical barriers are elements of buildings or outdoor spaces that create barriers to persons with disabilities. These barriers relate to elements such as the design of a building's stairs or doorways, the layout of rooms, or the width of halls and sidewalks.

Examples of architectural or physical barriers include:

- Sidewalks and doorways that are too narrow for a wheelchair, scooter or walker.
- Desks that are too high for a person who is using a wheelchair or other mobility device.
- Poor lighting that makes it difficult to see for a person with low vision or a person who lip-reads.
- Doorknobs that are difficult to grasp for a person with arthritis.

Attitudinal

Attitudinal barriers are behaviours, perceptions and assumptions that discriminate against persons with disabilities. These barriers often emerge from a lack of understanding, which can lead people to ignore, to judge, or have misconceptions about a person with a disability.

Examples of attitudinal barriers include:

- Assuming a person with a disability is inferior.
- Assuming that someone with a speech impairment cannot understand you.
- Forming ideas about a person because of stereotypes or a lack of knowledge.

- Making a person feel as though you are doing them a “special favour” by providing their accommodations.

Informational or Communicational

Information or communications barriers occur when sensory disabilities, such as hearing, seeing or learning disabilities, have not been considered. These barriers relate to both the sending and receiving of information.

Examples of information or communications barriers include:

- Electronic documents that are not properly formatted and cannot be read by a screen reader.
- Meetings that are confusing and poorly organized.
- Language that is not clear.
- Print that is too small or in a font that is difficult to read.
- Videos that are not captioned and don't have transcriptions.

Organizational

Organizational or systemic barriers are policies, procedures or practices that unfairly discriminate and can prevent individuals from participating fully in a situation. Organizational or systemic barriers are often put into place unintentionally.

Examples of organizational or systemic barriers include:

- Office hours conducted in person only, or not allowing constituents to access staff or Council by phone, e-mail or other means of communication.

Technological

Technological barriers occur when a device or technological platform is not accessible to its intended audience and cannot be used with an assistive device. Technology can enhance the user experience, but it can also create unintentional barriers for some users. Technological barriers are often related to information and communications barriers.

Examples of technological barriers include:

- Electronic documents without accessibility features, such as alternative text (Alt Text), which screen readers read to describe an image.
- Handouts or materials that are available only in hard copies.
- Requiring constituents to use a website that does not meet accessibility standards.

Catalogue of Identified Barriers

General Standards (Part I of Ontario Regulation 191/11)

Accessibility Plan and Policies

The Township's Accessibility Plan and accompanying policies are available in an accessible format on the Township of North Huron's website and can be provided in an alternative format upon request.

Procurement or Acquiring of Goods, Services or Facilities

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	Request for Proposals not currently created as accessible documents	Informational or Communicational	Create accessible templates to be used when creating and issuing Request for Proposals	No costs associated if done internally. Alternatively, an external company could be contracted to create accessible templates.

Notes:

- The North Huron Purchasing of Goods, Services and Construction Policy (Procurement Policy) specifies accessibility requirements for the procurement of goods, services or facilities and satisfies the criteria established under O. Reg 191/11.

Self-Service Kiosks

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- The Township of North Huron does not currently offer any self-service kiosks. If self-service kiosks are considered in the future, the Township shall incorporate accessibility features when designing, procuring or acquiring self-service kiosks

Training

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	Are all staff and volunteers of the Township trained and understand AODA requirements?	Attitudinal	Perform an audit on those that have completed training and follow up with those that have not	No additional cost by utilizing training already available

Information & Communication Standards (Part II of Ontario Regulation 191/11)

Feedback Process

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	The accessibility page on the website does not provide any information on feedback process	Informational	Update the accessibility webpage to include this information	No direct cost - staff time
002	2024	The Customer Service Feedback Form does not speak to accessibility	Communicational	Update the Customer Service Feedback Form	No direct cost - staff time

Accessible Formats & Communication Supports

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	Some documents do not include the statement about the availability of public documents that are available in accessible formats	Informational or Communicational	Include the accessible format statement on applicable documents that the organization produces	No direct cost - staff time
002	2024	The accessibility statement does not align with the statement within the accessibility standards policy	Informational or Communicational	Change the statement for requesting an accessible version to the statement within the adopted accessibility standards policy on applicable documents	No direct cost - staff time

003	2024	Planning Application Materials sent to the public via mail and email do not include statement about an accessible version	Communicational	Include statement within these templates	No direct cost - staff time
004	2024	Council agendas do not have the accessible format disclaimer	Communicational	Include the accessibility format disclaimer statement on council agendas	No direct cost - staff time
005	2024	Accessible formats of documents not being produced or available corporate wide	Communicational	Train staff across the organization on accessible document creation	No cost by utilizing free training services available

Emergency Information

The Township's Emergency Management Program and Emergency Response Plan is available in an accessible format on the Township of North Huron's website and can be provided in an accessible format upon request.

Accessible Websites and Web Content

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	Not able to change the contrast on the website	Technological	Upgrade of website (govstack) in 2025	No direct cost - part of 2025 website update
002	2024	Improper use of headings on pages	Informational or Communicational	Review webpages to ensure that headings are being properly used	No direct cost - incorporated into 2025 website update
003	2024	Including non-accessible documents on the website	Technological	Remove inaccessible documents from the website and replace	No direct cost - staff time

				them with accessible formatted documents	
004	2024	Including not accessible documents on the website that are not originally North Huron documents	Informational or Communicational	Include disclaimer that content from third party sources may not conform to accessibility standards	No direct cost - staff time
005	2024	Confirm that the NH website still complies with current accessibility standards and WAG	Technological	Conduct a website review audit from the AODA website	In conjunction with website update

Notes:

- Website review <https://aoda.ca/aoda-website-accessibility-audit/>

Employment Standards (Part III of Ontario Regulation 191/11)

Availability of Accommodations

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	The accessibility accommodations disclaimer on the Careers page of the NH website should note AODA and the Ontario Human Rights Code	Informational or Communicational	Update website and update disclaimers at the bottom of job postings on website	No direct cost - staff time

Informing Employees of Supports

Notes:

- All information is provided within the North Huron Human Resources Policy Manual.

Accessible Formats and Communication Supports for Employees

Notes:

- All information is provided within the North Huron Human Resources Policy Manual.

Workplace Emergency Response Information

Notes:

- All information is provided within the North Huron Human Resources Policy Manual.

Individualized Accommodation Plans

Notes:

- All information is provided within the North Huron Human Resources Policy Manual.

Return-to-Work Process

Notes:

- All information is provided within the North Huron Human Resources Policy Manual.

Performance Management

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	The Performance Management process does not prompt managers to consider Individualized Accommodation Plans when evaluating performance	Organizational	Update Performance Management Program, process and Evaluation Forms	No direct cost - staff time

Career Development and Advancement

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	Lack of clarity about the process for updating Individualized Accommodation Plans when an	Organizational	Update Impairment at Work and the	No direct cost - staff time

		employee acquires new responsibilities		Recruitment & Selection Policy	
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Redeployment

Notes:

- All information is provided within the North Huron Human Resources Policy Manual.

Transportation Standards (Part IV of Ontario Regulation 191/11)

Specialized and Conventional Transit Services

The Township of North Huron does not currently provide Transit Services to residents/visitors of the municipality. Should the Township commence offering these services to residents/visitors in the future, they shall comply with all specifications as outlined in the Integrated Accessibility Standard Regulation 191/11.

Duties of Municipalities and Taxicabs

The Township of North Huron does currently license taxicabs within the municipality. Should the Township commence licensing taxicabs in future, they shall be required to comply with all specifications as outlined in the Integrated Accessibility Standard Regulation 191/11.

Design of Public Spaces Standard (Part IV.1 of Ontario Regulation 191/11)

Recreational Trails

Wingham Community Trail

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- This trail has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this trail will be available.

Blyth Section of the Guelph to Goderich (G2G) Trail

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- This trail has not yet been received by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review is complete, further information pertaining to this trail will be available.

Outdoor Public Use Eating Areas

Children's Memorial Park

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- This park has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this park will be available.

Band Shelter

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- This park has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this park will be available.

Outdoor Play Spaces

Belgrave Playground

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	No inclusive play equipment currently present	Architectural or physical	Include an accessible swing set or other inclusive play equipment to accommodate children with disabilities	N/A – Belgrave Community Centre Board
002	2024	No path for travel to the play structure from the parking area	Architectural or physical	Develop a path made of compacted stone dust leading directly from the accessible parking spot to the playground.	N/A - Belgrave Community Centre Board
003	2024	Lack of designated accessible parking spaces in the parking area adjacent to the play area	Architectural or physical	<p>Extend the accessible parking area to accommodate more vehicles.</p> <p>At least one accessible parking spot should be created, ideally paved to ensure durability and ease of use. The spot should include:</p> <p>Signage: Clear, visible signage indicating accessible parking.</p> <p>Transfer Aisle: Include a transfer aisle adjacent to the parking spot.</p>	N/A - Belgrave Community Centre Board

				Ideally, the transfer aisle should not have an adjacent car spot to facilitate easy access. A "No Parking" sign should be placed in this aisle to prevent obstruction.	
004	2024	The washrooms have a very large step that limits who can use the washrooms adjacent to the play structure	Architectural or physical	<p>Add a ramp leading to the washroom entrance to eliminate the existing step</p> <p>Build a deck around the washroom to provide a level entrance and additional space for maneuvering.</p>	N/A - Belgrave Community Centre Board

Notes:

- Review of the outdoor play space was conducted by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee on September 3, 2024. Accessibility Concerns noted for the space were provided by the Subcommittee, see Appendix C.
- As this Outdoor Play Space is owned by the Township of North Huron but operated by the Belgrave Community Centre Board, the Board is responsible for costs associated with projects such as this. Therefore, the Board is currently fundraising for the costs to replace the asset.

Riverside Park Playground

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- There have not been any newly constructed or redeveloped outdoor play spaces recently in North Huron.
- This play structure has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this play structure will be available.

Libro Ball Park Playground

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- There have not been any newly constructed or redeveloped outdoor play spaces recently in North Huron.
- This play structure has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this play structure will be available.

Exterior Paths of Travel

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- There have not been any newly constructed or redeveloped exterior paths of travel recently in North Huron.

Accessible Parking Spaces

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	Listing of locations with accessible parking spaces is not readily accessible to the public	Technological	Produce map/listing of accessible parking spaces available on municipal property throughout the Township Put listing from parking by-law onto website under “Roads and Traffic”	No direct cost - staff time

Notes:

- Accessible parking spaces on a large scale across the Township have not yet been reviewed by the Huron County Accessibility Advisory Committee’s Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to accessible parking will be available.

Obtaining Services

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	Chair available at the accessible service desk at Municipal office does not have arm rests on both sides for assisting standing up	Architectural or Physical	Replace with a chair that has arm rests	≥ \$150

North Huron Municipal Office

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Estimate Costs
001	2024	Door handles on multiple doors throughout the municipal office are knobs	Architectural or physical	Replace with lever handles	≥ \$50/each
002	2024	Elevator signage is insufficient: <ul style="list-style-type: none"> - Lack of Braille and Tactile Signage 	Informational or Communicational	Install Braille floor indicators, control panels, and exit signage inside the elevator to assist individuals with visual impairments. Additionally, tactile markings should be provided on both the call buttons and the control panel	approx. \$5,000-10,000
003	2024	There is no colour contrast in the elevator cab (Between floor surface and elevator car walls)	Architectural or Physical	Ensure at least 50% luminance contrast around key elements of the elevator, including the door, control panel, buttons, and the surrounding wall, to improve visibility for individuals with vision disabilities.	\$1,000
004	2024	Directional Signage for Elevator	Informational or Communicational	Ensure clear directional signage for the accessible elevator by installing highly visible signs with contrasting colors, large text, and the International Symbol of Access (Figure 8) or the Dynamic Wheelchair Symbol (Figure 9) for easy recognition.	\$500

005	2024	Hall Lanterns	Informational or Communicational	Ensure that hall lanterns announcing the elevator's arrival are clearly visible to a person standing at the side of the elevator doors. Flush-mounted or recessed lanterns should be avoided as they may hinder visibility from various angles.	\$10,000-\$15,000
006	2024	Auditory System	Informational or Communicational	Incorporate an audio system within the elevator that announces the floor number, arrival at each floor, and current location of the lift to support individuals with visual impairments or cognitive disabilities	Unknown at this time.
007	2024	Railing Contrast and Stairs Nosing on Theatre Staircase	Architectural or Physical	Apply slip-resistant nosing's with a luminance (colour) contrast between 40 mm and 60 mm deep to the stairs. The handrails should have luminance (colour) contrast minimum 50% from adjacent surfaces or background environments	\$1,500-\$2,500
008	2024	Safety Plan	Informational or Communicational	The Safety Plan should be resized to include enhanced color contrast and relocated to a more accessible height, approximately 1200 mm above the finished floor	No direct cost – staff time
009	2024	Mobility Access	Architectural or Physical	Chairs should be kept out of the pathway to accommodate individuals using mobility devices.	No direct cost

010	2024	Debit Terminals	Architectural or Physical	Extend debit terminals to make them more accessible for individuals with limited reach or dexterity.	\$200
011	2024	Assistive Listening Systems	Informational or Communicational	Consider installing an assistive listening system at the customer service desk. Various models are available for different considerations.	\$1,500
012	2024	Height of the informational pamphlets in the Customer Service area is high	Architectural or Physical	Purchase a new pamphlet holder	\$500
013	2024	Alarm System	Architectural or Physical	All alarms, including fire alarms, should provide both visual and audible signals	\$50,000-\$250,000
01	2024	Colour Contrast and Tactile Feature	Architectural or Physical	Improve the luminance (colour) contrast in the bathroom (a minimum of 50%).	\$1,000
015	2024	Emergency Call Button	Architectural or Physical	Install an emergency call button in the accessible bathroom to enhance safety, ensuring that the appropriate personnel and response logistics are in place.	\$25,000-\$50,000
016	2024	Toilet Paper Setup	Architectural or Physical	The open-roll toilet paper holder should be replaced to ensure easy access.	\$100-\$150/each
017	2024	No grab bars within the accessible stall	Architectural or Physical	A fold-down grab bar beside the toilet would provide additional support.	\$2,500
018	2024	There is no accessible parking spot available at	Architectural or Physical	Designate an accessible parking spot, paint the spot, post	\$2,000-\$2,500

		the front of the Town Hall		signage, and amend the by-law that designates that space	
019	2024	The accessible parking space by the elevator is not clearly marked	Architectural or Physical	Repaint the accessible parking space, include signage	\$2,000-\$2,500
020	2024	Lighting is very minimal in the accessible parking space area in the back parking lot	Architectural or Physical	Increase lighting in this area	\$5,000
021	2024	Lack of designated accessible parking spaces in back parking lot	Architectural or Physical	Designate an accessible parking spot, paint the spot, post signage, and amend the by-law that designates that space Need 2 parking spaces for this location	\$2,000-\$2,500
022	2024	There is no knee clearance under the sink in the kitchen area	Architectural or Physical	Redo cabinetry / kitchen area	\$10,000 Combined with Item 023 Part of interior renovation project.
023	2024	Kitchen microwave is above the counter and not reachable for all	Architectural or Physical	Redo cabinetry/kitchen area	Part of interior renovation project.
024	2024	Placement of garbage and recycling is obstructing a clear path into the space	Architectural or Physical	Move the location of the garbage and recycling bins	No direct cost
025	2024	There are no identified exit signs when leaving the kitchen, no idea of where the accessible route to exit is	Informational or Communicational	Install appropriate signage	Included within the fire alarm and exit lights
026	2024	The bench located on the right-hand side of the building, facing the	Architectural or Physical	Recommend moving the bin to the left side of the bench or,	No direct cost - staff time

		building, has a garbage disposal bin positioned adjacent to it on the right, obstructing accessibility		ideally, closer to the flagpole to ensure unobstructed access.	
027	2024	Lack of colour contrast on ramp	Architectural or Physical	A black paint or contrasting strip should be applied to the ramp's slope changes to indicate the transition for individuals with vision disabilities.	\$500
028	2024	Ramp width	Architectural or Physical	The current ramp width is the minimum required; however, expanding the width would enhance accessibility.	N/A
029	2024	Staircase Colour Contrast	Architectural or Physical	Add luminance (colour) contrast (minimum 70% see Section of the guide), slip-resistant nosings (the lip) 40 mm to 60 mm deep	\$2,500
030	2024	Width within the back-office area does not meet accessibility width standards	Architectural or Physical	Increase travel space width within office area.	Part of an interior renovation project.

Notes: Review of the building was conducted by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee on September 3, 2024. Accessibility Concerns noted for the building were provided by the Subcommittee, see Appendix A.

North Huron Children's Centre

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	There are no accessible parking spaces in the parking area at the front of the building	Architectural or Physical	It is recommended that at least two accessible parking spaces be	\$2,000-\$2,500

				<p>created to meet accessibility standards.</p> <p>Signage: Clear, visible signage indicating accessible parking.</p> <p>Transfer Aisle: Include a transfer aisle adjacent to the parking spot. The transfer aisle should not have an adjoining car spot to facilitate easy access. A "No Parking" sign should be placed in this aisle to prevent obstruction.</p> <p>Additionally, verify that all accessible parking spots comply with slope requirements; surface of all accessible parking spaces shall be level, or 2% (1:50) maximum slope in any direction. Unchecked slope ratios or steep slopes can pose significant hazards to individuals using mobility aids.</p>	
002	2024	No colour contrast on the front entrance door	Architectural or Physical	Enhance the colour contrast on the main	\$2,000-\$2,500

				entrance door. A luminance (colour) contrast of minimum 50% should be incorporated into entrance and exit door systems to differentiate the location of the door system from adjacent finishes and/or elements	
003	2024	Doorbell Adjustment	Architectural or Physical	The doorbell at the main entrance is mounted too high. It should be lowered to an accessible height (maximum 900 mm above the ground), and clear signage should be displayed to indicate its location (150 mm away from the door frame and 1200 mm above the ground). Signage should have a luminance (colour) contrast of a minimum of 70% from its background	\$2,500
004	2024	The automatic door opening button is hidden and not easily accessible	Technological	Clear the area to ensure that the door opening button is visible.	N/A
005	2024	Mailboxes in the staff room are not at an easily reachable height for all to access	Architectural or Physical	Move the mailboxes to a level that is reachable by all	Staff time

006	2024	There is a lot of clutter within the small space of the “staff room” that does not allow for individuals to easily move in the room	Architectural or Physical	Ensure that the employee room (and others) remains clutter-free to maintain clear paths for egress.	N/A
007	2024	Trip Hazards	Architectural or Physical	Replace the torn floor mats to reduce trip hazards. Additionally, eliminate the step at the rear exit leading into the backyard to create an accessible pathway.	\$2,000 mats \$7,500 remove step
008	2024	Remove Obstructions	Architectural or Physical	No cots or other items should be placed outside the bathroom or in the egress paths to maintain clear, accessible routes.	N/A
009	2024	The microwave, sink, and stove all need to be at a reachable height	Architectural or Physical	Redesign kitchen area	\$10,000
010	2024	Taps on the kitchen sink are knobs	Architectural or Physical	Replace the existing sink taps in the kitchen with lever-style fixtures to improve dexterity and ease of use. As a best practice, consider installing fixtures that allow for easier grip and maneuvering.	\$1,000
011	2024	Doorknobs throughout the building	Architectural or Physical	Replace with door levers	\$50/each

012	2024	Staff Washroom	Architectural or Physical	The staff washroom requires upgrades to meet accessibility standards, as does the kitchen area.	\$50,000+ No room for extension, would need to remodel
013	2024	Large step going from the building to the backyard of the building	Architectural or Physical	Remove step and add ramp	\$1,000-\$1,500 (wood ramp)

Notes:

- Review of the building was conducted by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee on September 3, 2024. Accessibility Concerns noted for the building were provided by the Subcommittee, see Appendix B.
- To support the necessary updates requiring significant investment, it is recommended that the Children's Centre pursue government grants and funding opportunities to enhance accessibility within the facility.

North Huron Westcast Community Complex

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- This facility has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this facility will be available.

Blyth & District Community Centre

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- This facility has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this facility will be available.

Belgrave Community Centre

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- This facility has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this facility will be available.

Blyth Campground

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- This facility has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this facility will be available.

Alice Munro Library - Wingham

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- This facility has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this facility will be available.

Blyth Library Branch

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- This facility has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this facility will be available.

Wingham Fire Hall

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- This facility has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this facility will be available.

Blyth Fire Hall/Public Works Building

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- This facility has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this facility will be available.

Wingham Public Works Building

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- This facility has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this facility will be available.

East Wawanosh Public Works Building

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Notes:

- This facility has not yet been reviewed by the Huron County Accessibility Advisory Committee's Site Plan and Review Subcommittee. Once a review has been completed, further information pertaining to this facility will be available.

Accessible Customer Service Policy (Part IV.2 of Ontario Regulation 191/11)

Providing Goods, Services or Facilities to People with Disabilities

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs

Assistive Devices

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	All staff are not familiar with various assistive devices that may be used	Organizational	Explore training opportunities to be provided to front line staff	No direct cost - staff time. Revisit AODA Customer Service Training

Service Disruptions

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	Information related to service disruptions, if any, are not being catalogued correctly on the Municipal websites “News and Notices” page	Informational or Communicational	Ensure that staff are aware of this issue and catalogue correctly moving forward	No direct cost - staff time
002	2024	Include information pertaining to service disruptions on the accessibility page on the website	Informational or Communicational	Update Accessibility webpage on NH website	No direct cost - staff time

003	2024	There is no formal procedure that guides what the Township does regarding temporary disruptions	Organizational	Create a Procedure regarding steps for ensuring proper information is communicated for temporary service disruptions, etc.	No direct cost - staff time
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Use of Service Animals and Support Persons

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2024	There are no signs for welcoming service animals onto the premises at North Huron facilities.	Informational or Communicational	Create signs that welcome service animals into municipal facilities	No direct cost - Staff time