

The Corporation of the Township of North Huron

By-law No. 30-2026

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: April 21, 2026

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The Corporation of the Township of North Huron

By-law No. 30-2026

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 That By-law No. 36-2025 be hereby repealed
3. 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 April, 2026.

Read a third time and passed this 20th day of April, 2026.

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 employee acquires new responsibilities	Organizational	Update Impairment at Work and the Recruitment & Selection Policy	No direct cost - staff time

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</p>	N/A - Belgrave Community Centre Board

				to the parking spot. 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	Add a ramp leading to the washroom entrance to eliminate the existing step Build a deck around the washroom to provide a level entrance and additional space for maneuvering.	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 A.
- 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
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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 the front of the Town Hall	Architectural or Physical	Designate an accessible parking spot, paint the spot, post signage, and amend the by-law that designates that space	\$2,000-\$2,500
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 building, has a garbage disposal bin positioned adjacent to it on the right, obstructing accessibility	Architectural or Physical	Recommend moving the bin to the left side of the bench or, ideally, closer to the flagpole to ensure unobstructed access.	No direct cost - staff time
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 B.

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	<p>It is recommended that at least two accessible parking spaces be 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)</p>	\$2,000-\$2,500

				maximum slope in any direction. Unchecked slope ratios or steep slopes can pose significant hazards to individuals using mobility aids.	
002	2024	No colour contrast on the front entrance door	Architectural or Physical	Enhance the colour contrast on the main 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	\$2,000-\$2,500
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	\$2,500

				have a luminance (colour) contrast of a minimum of 70% from its background	
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 C.
- 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
001	2025	Fix side curb at entrance	Architectural or Physical	Provide a properly designed side curb cut to improve barrier-free entry.	\$2,500 - \$3,000
002	2025	Design of curb cuts	Architectural or Physical	Add tactile surface indicators and colour contrast at curb cuts.	\$300 - \$900
003	2025	Signage around entrance doors	Informational or Communicational	Add high-contrast markings around automatic door push buttons.	\$25 - \$100
004	2025	Style of signage	Informational or Communicational	Install projecting signs at all washrooms and key public areas to improve wayfinding.	\$100 - \$250
005	2025	Signage in elevator	Informational or Communicational	Add colour contrast around elevator controls for visibility.	\$50 - \$150
006	2025	Emergency features in elevator	Architectural or Physical	Confirm emergency communication features are accessible.	Staff time
007	2025	Additional colour on stair case	Architectural or Physical	Provide colour contrast on stair nosing Add colour contrast on stair railings.	\$100 - \$350

008	2025	Installation of grab bars in washrooms	Architectural or Physical	<p>Add fold-down grab bars attached to toilet stall walls to assist with transfers.</p> <p>Provide grab bars along urinals to support users with limited mobility. Install vertical grab bars on the back wall at each side of the urinal</p>	\$50 - \$150
009	2025	Replace door handles for washrooms	Architectural or Physical	Equip washroom doors with ‘D’-shaped handles that are easy to grip and operate with one hand.	\$100 - \$200
010	2025	Install signage for washrooms	Informational or Communicational	<p>Add clear symbols and tactile indicators to bathroom doors for universal identification.</p> <p>Add an accessibility sign on the accessible stall door.</p>	\$50-\$100
011	2025	Install emergency features for washrooms	Architectural or Physical	Install emergency call buttons only in supervised locations or provide clear instructions for use.	\$400-\$1,300
012	2025	Exposed drainpipes in washroom	Architectural or Physical	Insulate or wrap all exposed basin pipes beneath lavatories.	\$150 - \$200

013	2025	Reposition of washroom mirror	Architectural or Physical	Lower the mirror so the bottom edge is no higher than 1000 mm from the floor.	Staff time
014	2025	Reduce risk of injury on bathroom sinks	Architectural or Physical	Round off or bevel the corner or apply protective edge covering to reduce the risk of injury.	\$50 - \$100
015	2025	Creation of front counter accessibility	Architectural or Physical	Lower at least one service counter to accessible height with clear knee space.	Staff time
016	2025	Ensuring pathways are clear and accessible	Architectural or Physical	Ensure all public pathways are clear and wide enough to accommodate mobility devices.	Staff time
017	2025	Adjust spacing in the accessible bathroom (changing room swimming pool area)	Architectural or Physical	Re-examine the spacing between the toilet seat and the fold-down grab bars to ensure compliance with legislative requirements.	\$600 - \$900
018	2025	Relocation of toilet paper dispenser (changing room swimming pool area)	Architectural or Physical	Relocate the toilet paper dispenser so it is mounted separately from the grab bar, positioned within reach but not obstructing the use of the bar.	Staff time

019	2025	Replace mirrors (changing room swimming pool area)	Architectural or Physical	Replace tilted mirrors with flat mirrors. Lower the mirror so the bottom edge is no higher than 1000 mm from the floor.	\$200 - \$500
020	2025	Replace signage for changing rooms (swimming pool area)	Informational or Communicational	Install appropriate signage on the changing room entrance, including both family and accessible/ universal symbols, along with a projecting sign for wayfinding. Replace current change room signage with updated, inclusive signage using accessibility symbols and plain language. Current wording is outdated and not in line with AODA best practices.	\$50 - \$150
021	2025	Relocation of materials in common area (change room)	Architectural or Physical	Lower the mirror, shelves and hooks to a height that is within accessible reach.	Staff time
022	2025	Extension of grab bar in change room	Architectural or Physical	Extend the horizontal grab bar along the wall to provide full-length support.	\$25 - \$100

023	2025	Relocation of dispensers in change room	Architectural or Physical	Lower the dispenser so it falls within the accessible reach range	Staff time
024	2025	Install colour markings in change room	Informational or Communicational	<p>Add high-contrast floor markings for improved visibility and wayfinding.</p> <p>Add colour contrast between the floor and wall surfaces to improve visibility and orientation for individuals with low vision.</p> <p>Apply high-contrast markings on the step at the threshold to clearly indicate the level change and reduce tripping hazards.</p>	\$100 - \$250
025	2025	Conduct full review of change room stalls	Architectural or Physical	Conduct a full review of all stalls to confirm compliance. Ensure all stalls have mirrors and washroom accessories mounted within accessible reach ranges.	Staff time to conduct audit

Notes:

- Review of the building was conducted by the Huron County Accessibility Advisory Committee’s Site and Plan Review Subcommittee on August 27,2025. Accessibility Concerns noted for the building were provided by the Subcommittee, see Appendix D.

Blyth & District Community Centre

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2025	Increase accessible parking	Architectural or Physical	Consider increasing the number of designated accessible parking spaces. Position them closest to automatic door openers to reduce travel distance for mobility device users.	Staff time – In house can add two spaces
002	2025	Connection of sidewalks	Architectural or Physical	Connect existing pathways and create a curved sidewalk to ensure smooth, direct access to entrances.	\$1,500 - \$2,000
003	2025	Review front entrance mats to prevent slip hazards	Architectural or Physical	Replace or secure front entrance mats to prevent slipping, particularly in wet conditions.	\$100-\$300
004	2025	Apply visual contrast to ramps and handrails	Architectural or Physical	Apply visual contrast where ramp slope changes (top) and add contrast to handrails to aid users with low vision.	\$50-\$200

005	2025	Review and ensure transition edges do not affect mobility	Architectural or Physical	Address any ledges or abrupt transitions with bevelled edges or tactile indicators for safer navigation.	Staff time
006	2025	Replace and relocate existing signage with inclusive language	Informational or Communicational	Replace “handicapped” wording with “accessible” on all signage— position signs at an accessible height from the floor.	\$50 - \$150
007	2025	Implement visual contrast to separation between floor and wall areas	Architectural or Physical	Ensure visual contrast between floors and walls throughout all areas, including bathrooms, to clearly define spaces and pathways.	\$200 - \$500
008	2025	Install clear and accessible wayfinding signage	Informational or Communicational	Install clear wayfinding signage inside the arena to direct users to the ramp and accessible routes. Relocate the ‘washroom’ signage from the ceiling to a height that is accessible.	\$50-\$150

009	2025	Enhance visibility surrounding automatic door openers	Informational or Communicational	Enhance visibility by painting a high-contrast border or background around automatic door openers to make them easier to locate for users with low vision.	\$50 - \$150
010	2025	Apply colour contrast to stairs	Architectural or Physical	Apply colour contrast on the stairway handrail and nosing to enhance visibility. Ensure handrail extensions on stairs are looped or returned to the wall or post.	\$100 - \$350
011	2025	Add signage for water stations	Informational or Communicational	Add signage identifying water refill stations.	\$25 - \$100
012	2025	Implement accessible table for interior seating	Architectural or Physical	Ensure at least one public table is 730–860 mm high and provides a minimum of 685 mm knee clearance, 480 mm depth, and 820 mm width.	\$300 - \$600
013	2025	Add high colour contrast to spectator benches	Architectural or Physical	Provide high colour contrast on the bench, particularly at the step leading onto the seating surface, to enhance visibility for individuals with low vision.	\$50 - \$150

014	2025	Allow for turning radius in washrooms	Architectural or Physical	Ensure a minimum turning radius of 1500 mm in all accessible washrooms to allow wheelchair and mobility device users to navigate comfortably.	Staff time to review and determine solutions
015	2025	Modification to the counter in the men’s washroom	Architectural or Physical	Modify the counter in the men’s washroom on the upper level by curving or angling its edge to maintain an accessible route between the wall and the counter.	Staff time
016	2025	Fixtures in washrooms	Architectural or Physical	Install toilet seats at an accessible height. Position toilet paper dispensers within a reach range of 600–800 mm above the floor. Mount soap dispensers at a height accessible from a seated position	Staff time
017	2025	Installation of door handles for washrooms	Architectural or Physical	Equip washroom doors with handles that are easy to grip and operable with one hand. Add clear symbols and tactile indicators to	\$100 - \$400

				bathroom doors for universal identification.	
018	2025	Installation of grab bars and supports in washrooms	Architectural or Physical	<p>Install L-shaped grab bars beside toilets.</p> <p>Where applicable, add fold-down grab bars attached to walls to assist with transfers.</p> <p>Provide grab bars along urinals to support users with limited mobility.</p> <p>Install vertical grab bars on the back wall at each side of the urinal</p> <p>Mount the bars so that the centre of each bar is 1000 mm above the finished floor surface.</p> <p>Ensure the grab bars are luminance (colour) contrasted with the back wall to aid visibility.</p>	\$50 - \$300
019	2025	Install emergency features	Architectural or Physical	Install emergency call buttons only in supervised locations or provide clear instructions for use.	\$400-\$1,300

020	2025	Install elevator signage		Install clear wayfinding signage throughout the facility to indicate the location of the elevator. Signage should include the International Symbol of Access and be positioned at accessible heights with high colour contrast.	\$50 - \$100
021	2025	Interior elevator design and safety		Provide clear visual and tactile indicators inside to inform users that the exit is on the opposite side when reaching the upper level. Include signage or floor markings to indicate that the rear wall moves with the cab and should not be leaned on for support.	\$50 - \$100
022	2025	Install notice near elevator		Post clear signage near the elevator entrance indicating that the elevator requires a key to operate. Provide information on where and how the key can be obtained to ensure equitable access.	\$25 - \$50

Notes:

- Review of the building was conducted by the Huron County Accessibility Advisory Committee's Site and Plan Review Subcommittee on July 28, 2025. Accessibility Concerns noted for the building were provided by the Subcommittee, see Appendix E.

Belgrave Community Centre

Reference No.	Year Identified	Accessibility Concern	Type of Barrier	Solution	Anticipated Costs
001	2025	Installation of Grab Bars in all washrooms	Architectural or Physical	Install an L-shaped grab bar beside the toilet and a fold-down grab bar to support transfers and mobility device users. Install vertical grab bars on the back wall at each side of the urinal.	N/A - Belgrave Community Centre Board
002	2025	Replace of existing faucets in all washrooms	Architectural or Physical	Replace existing faucets with lever-style or touch-activated faucets.	N/A - Belgrave Community Centre Board
003	2025	Location of emergency call buttons in all washrooms	Architectural or Physical	Lower the emergency call button to an accessible height.	N/A - Belgrave Community Centre Board
004	2025	Installation of hanging hook within bathroom stalls	Architectural or Physical	Add a hanging hook at an accessible height inside the toilet stalls.	N/A - Belgrave Community Centre Board

005	2025	Accessible washroom signage	Informational or Communicational	Install clear wayfinding signage to direct users to accessible bathrooms.	N/A - Belgrave Community Centre Board
006	2025	Elevator signage	Informational or Communicational	Install high-contrast signage directing users to the lift from all primary entrances and corridors. Provide tactile and braille labels at the lift entrance and inside the cab.	N/A - Belgrave Community Centre Board
007	2025	Relocation of elevator controls	Architectural or Physical	Mount call buttons and interior controls between 890–1200 mm from the finished floor and ensure they are operable without tight grasping or twisting.	N/A - Belgrave Community Centre Board
008	2025	Floor space in front of elevator	Architectural or Physical	Provide a minimum clear floor space of 1370 mm long by 810 mm wide in front of elevator call buttons and control panels, with the panel centred on one side of this space to allow wheelchair access.	N/A - Belgrave Community Centre Board

009	2025	Installation of mirror in elevator	Architectural or Physical	Install a mirror on the wall opposite the entrance to assist mobility device users with backing out safely.	N/A - Belgrave Community Centre Board
010	2025	Implementation of visual and auditory signals in elevator	Architectural or Physical	Ensure the lift includes visual and auditory signals for door movement and platform arrival to accommodate users with low vision or hearing loss.	N/A - Belgrave Community Centre Board
011	2025	Ensure adequate lighting for elevator usage	Architectural or Physical	Provide adequate lighting inside the cab and at landings for visibility and safety.	N/A - Belgrave Community Centre Board
012	2025	Install emergency system in elevator	Architectural or Physical	Equip the lift with an emergency alarm or call system that connects to staffed assistance during operating hours.	N/A - Belgrave Community Centre Board
013	2025	Installation of emergency instruction in elevator	Informational or Communicational	Post large-print and braille emergency instructions inside the cab.	N/A - Belgrave Community Centre Board

Notes:

- Review of the Belgrave Community Centre was conducted by the Huron County Accessibility Advisory Committee’s Site and Plan Review Subcommittee on July 28, 2025. Accessibility Concerns noted for the space were provided by the Subcommittee, see Appendix F.
- As the Belgrave Community Centre 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.

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
001	2025	Entrance Ramp	Architectural or Physical	Provide a permanent ramp or an interim stop-gap solution at the entrance to ensure barrier-free access	\$100 - \$500
002	2025	Installation of grab bars & supports for the bathroom	Architectural or Physical	Provide grab bars along urinals to support users with limited mobility.	\$50 - \$200

				<p>Install vertical grab bars on the back wall at each side of the urinal.</p> <p>Add fold-down grab bars attached to walls to assist with transfers.</p>	
003	2025	Installation of emergency features	Architectural or Physical	Install emergency call buttons only in supervised locations or provide clear instructions for use.	\$400-\$1,300
004	2025	Exposed drainpipes in washroom	Architectural or Physical	Insulate or cover all exposed drainpipes beneath the lavatory.	\$150 - \$200
005	2025	Fixtures in washrooms	Architectural or Physical	<p>Position the soap dispenser at a height no higher than 1100 mm from the floor.</p> <p>Move the paper towel dispenser so that it is positioned directly next to the lavatory, no more than 1100 mm above the floor.</p>	Staff time

Notes:

- Review of the building was conducted by the Huron County Accessibility Advisory Committee’s Site and Plan Review Subcommittee on August 27, 2025. Accessibility Concerns noted for the building were provided by the Subcommittee, see Appendix G.

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
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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

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
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