

The Corporation of the Village of Sundridge

**By-Law No. 2022-009**

**Being a By-Law to update the Municipal Accessibility Plan.**

**WHEREAS** the Province of Ontario passed the Accessibility for Ontarians with Disabilities Act (“AODA”), 2005;

**AND WHEREAS** Section 4(1)(a) states that designated public sector organizations shall establish, implement, maintain and document a multi-year accessibility plan, which outlines the organization’s strategy to prevent and remove barriers and meet its requirements under this Regulation;

**NOW THEREFORE**, the Council of the Municipal Corporation of The Village of Sundridge hereby enacts as follows:

1. That the Council of the Village of Sundridge does hereby adopt the Municipal Accessibility Plan, attached as Schedule “A” to this By-Law.
2. That any previous by-laws pertaining to municipal accessibility are hereby rescinded.
3. The Clerk of the Village of Sundridge is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the by-law and schedule(s) as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
4. That this by-law shall come into force and effect on the date of passing.

PASSED THIS 9 DAY OF FEBRUARY, 2022

Original Signed by Mayor Hall  
Lyle Hall, Mayor

Original Signed by Nancy Austin  
Nancy Austin, Clerk Administrator



# **CORPORATION OF THE VILLAGE OF SUNDRIDGE**

## **Schedule "A" to By-Law No. 2022-009**

### **ONTARIANS WITH DISABILITIES ACT, 2001 ACCESSIBILITY PLAN SEPTEMBER 2017- DECEMBER 2022**

Submitted to:

Mayor & Council  
Village of Sundridge

Revised by:

Nancy Austin  
Clerk Administrator  
February 9, 2022

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## Introduction

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The purpose of the Ontarians with Disabilities Act, 2001 (ODA) is to improve opportunities for persons with disabilities and to provide for their involvement in the identification, removal and prevention of barriers to their full participation in the life of the Province. To this end, the ODA mandates that each municipality prepare annually an accessibility plan.

This document is an annual accessibility plan as prepared by Nancy Austin, Clerk Administrator of the Village of Sundridge. It highlights achievements of the 2020-2021 plans and outlines commitments for 2022 so that no new barriers are created and existing ones are removed over time.

## **Aim**

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This report will describe the measures that the Village of Sundridge took for the 2020/2021 year and the measures that the Village will take for the 2022 year to identify, remove, and prevent barriers to persons with disabilities who utilize the facilities and services of the Village of Sundridge, including staff.

## **Objectives**

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This report:

1. Describes the process by which the Village of Sundridge will identify, remove, and prevent barriers to persons with disabilities.
2. Reviews earlier efforts to remove and prevent barriers to persons with disabilities.
3. Lists the facilities, policies, programs, practices and services the Village of Sundridge will review in the coming year to identify barriers to people with disabilities.
4. Describes the measures that will be taken in 2022 to identify, remove and prevent barriers to people with disabilities.
5. Describes how the Village of Sundridge will make this accessibility plan available to the public.

## **Description of the Village of Sundridge**

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The Village of Sundridge is located in Northern Ontario in the District of Parry Sound. The Village of Sundridge is surrounded by the Township of Strong. With the neighbouring townships of Strong and Joly the population increases to approximately 2500.

The Village of Sundridge has a population of approximately 900 persons. It houses Christian Horizons, Almaguin Highlands Community Living, a Mental Health Centre, HANDS – The Family Help Network and a Public School that houses students from Junior Kindergarten to Grade 8 with approximately 225 students.

The Sundridge Municipal Office building is located at 110 Main Street. The Sundridge Municipal Office is located in the upper level. There is a Senior Citizens Room in the lower level which offers many activities for seniors. Our Public Library is also located in the lower level of the Municipal Office building.

The Sundridge, Strong & Joly Arena & Hall is located at 14 Albert Street. It has an upper and lower level. It is utilized by many groups and individuals for weddings, dances, dinners, meetings, provincial court, recreational sports, fairs, et cetera.

The Sundridge and District Medical Centre is located at 5 Park Street. It houses two physicians, a nurse practitioner and a dentist. The Sundridge, Strong & Joly Arena and Hall and the Sundridge and District Medical Centre are owned by the three municipalities - the Village of Sundridge, the Township of Strong and the Township of Joly. (Shared)

### **Council Commitment to Accessibility Planning**

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The Council of the Corporation of the Village of Sundridge is committed to:

- The continual improvements of access to all municipally owned facilities, premises and services.
- The provision of quality services to all members of the community with disabilities.
- The provision of training for administration staff so they can adhere to applicable legislation requirements.

### **Barrier removal initiatives**

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An addition to the Sundridge and District Medical Centre in 2001 allowed us to install a chairlift to accommodate the upper and lower floor. We installed an accessible washroom for the dental offices. In 1998 we installed an accessible washroom to service the ground floor level of the Medical Centre.

In the fall of 1999, we received a grant which allowed us to install an elevator to accommodate the upper and lower floor of the Arena. In 2001 we received another grant which allowed us to make the arena ice surface readily accessible to persons with disabilities.

Various sections of the Village sidewalks have been upgraded from concrete to interlocking brick which allowed us to ramp the ends of sidewalks easier and also repair heaving to keep the sidewalks smoother. In 2003 another section was replaced. This makes the sidewalks much smoother and there is not as much heaving. In 2008 another section of old sidewalks on Main Street was replaced with interlocking brick. In 2009 we received a grant through the G8 Beautification and were able to replace a large stretch of sidewalks from the CN track easterly to Paget Street and William Street easterly to Belmont Street. We also built a new sidewalk at Main Street north side to Highway 124 south side on John Street. In 2019 additional interlocking brick sidewalk work was completed on John Street from Highway 124 to Queen Street.

Designated marked accessible parking spaces have been indicated in the downtown area. One to accommodate the Post Office and one to accommodate the Pharmacy and other small businesses in the downtown corridor. A designated accessible parking space was indicated in the public parking lot on Main Street. The By-law Enforcement Officer enforces these accessible parking spaces under our Parking By-Law. These spaces were all repainted in 2021.

The Sundridge Municipal Office building which houses the Public Library, the Municipal Office and the Seniors Lounge and also has a designated accessible parking space and it is also enforced. In September 2016 a grant application was submitted to renovate the main entrance doors and to make the downstairs and upstairs doors accessible. We received confirmation that we did not receive funding. We continued our search for funding to improve the entrance, and in 2021 the main entrance doors were replaced with accessible doors, in addition to concrete work which created a new ramp leading to the main entrance in a more accessible location than what was previously available.

The Ministry of Transportation installed accessible lights at the John Street and Paget Street intersections this same year. The lights now audibly chirp to alert anyone who is visually impaired that it is okay to cross Highway 124.

Some residents do not have access to computers at their home. This type of barrier is technology. The CAP unit is set up at the Library for residents to utilize. A grant was applied for in 2006 through the Library and this same year they changed the shelving and made the aisles wider to allow wheelchairs to go down the aisles. New computer stations were built with moveable keyboards for accessibility. Large print books and talking books are available. In April 2008 an automatic door opener was installed to assist seniors and persons using wheelchairs. Approval had been awarded for 2011 to purchase a new keyboard with larger print. In 2014, the Library purchased an additional large-print keyboard.

### **Informal site audit of the municipally owned buildings**

In 2006 Council and the various committees discussed the municipally owned buildings and in particular to assess any barriers that may exist and determine any solutions that could be implemented for 2007-2008 to remove these barriers in order to comply with the current legislation under the Ontarians with Disabilities Act.

There have been barriers identified. They will be discussed further in this document under Barriers Identified. Each year council will look at the barriers and decide what can be placed in the budget for that particular year.

## **Barrier Identification Methods**

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In order to identify barriers, the following methods were used:

### **Method**

Council and committees went over the list of barriers for each municipally owned building.

### **Description**

Each year council and committee will look at placing monies in the budget to allow for further correction of identified barriers.

### **Status**

Each time a barrier is discussed the Village will go through the Chief Building Official to make sure that the Village is in compliance with the Building Code.

## **Barriers Identified**

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Over the next several years council will decide which barriers should be addressed each year keeping in mind budget restraints and feasibility.

## **SITE INSPECTIONS**

### **Sundridge and District Medical Centre**

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A significant renovation is underway at the Sundridge and District Medical Centre for the 2022 year. All aspects of the renovation will meet or exceed current Ontario Building Code requirements regarding accessibility.

#### **Outside:**

Barrier – Cracked Sidewalk – Main Street Entrance

Type of Barrier – Physical

Strategy for removal or prevention – repair the sidewalk (2004 this has been repaired)

Barrier – Nurse Practitioner Entrance – There is an accessible parking sign on building but there is no designated painted accessible parking spot

Type of Barrier – Communication

Strategy for removal or prevention – paint the accessible parking area to show the parking spot. (Two designated parking spots were painted on in 2005).

Barrier – Nurse Practitioner/Dentist Entrance – There is the old existing ramp at the Nurse Practitioner's Entrance with railing and the new ramp at Dr. Chauhan's entrance.

Type of Barrier – Physical



Strategy for removal or prevention – Old ramp is not acceptable and where the railing is situated on it makes the ramp too narrow. Remove old ramp entirely. The old ramp is to be turned into a flowerbed in 2007. New ramp is fine except it requires a railing. Place a railing on north side of the ramp. Railing installed in 2005.

Barrier – Park Street Entrance – There is an accessible parking spot painted and marked on the pavement. There is an accessible parking sign to the left of the parking spot.

Type of Barrier – Communication

Strategy for removal or prevention – A double sized accessible parking spot was marked and painted to allow for someone to pull into one spot and open the door and have enough room for the door to be opened and help assist the removal of the person from the vehicle.

### **Inside:**

(Doctor #1- Right hand side of hallway)

Barrier – Hallway Doorway with door – too narrow, fire extinguisher in way

Type of Barrier – Architectural

Strategy for removal or prevention – Widen doorway and replace the door and relocate fire extinguisher

Barrier – Accessible Washroom – Door knob, requires a coat hook

Type of Barrier – Physical and Architectural

Strategy for removal or prevention – Replace doorknob with lever type handle and install a coat hook. In 2005 lever type handle installed and coat hook installed.

(Doctor #2 – Left hand side of hallway – new part)

Barrier – Hallway Doorway with door – too narrow

Type of Barrier - Architectural

Strategy for removal or prevention – Widen doorway and replace the door

Both doctors purchased new examination tables in 2012. These tables can be raised or lowered making them more accessible for the patients.

### **Dentist Office:**

Barrier – 1<sup>st</sup> doorway off of reception area – Hallway Doorway with door – too narrow

Type of Barrier – Architectural

Strategy for removal or prevention – Widen doorway and replace the doorway

Barrier – Accessible washroom door too narrow in Dentist office hallway and there can't be a doorknob, requires a coat hook. In 2005 lever type handle and coat hook installed.

Type of Barrier – Architectural

Strategy for removal or prevention – Widen Doorway and replace the door, replace door knob with lever type handle, install a coat hook

Barrier – Accessible washroom in Dentist office hallway – no signage to designate as accessible washroom. This signage was installed in 2005. It is also braille.

Type of Barrier – Communication

Strategy for removal or prevention – install accessible washroom sign

### **Nurse Practitioner's Entrance:**

Barrier – down stairs from dentist office – doorway too narrow

Type of Barrier –Architectural

Strategy for removal or prevention – Widen doorway and replace the door

There is a chairlift located at the Sundridge and District Medical Center for the Dentist Office.

## **Sundridge Municipal Office Building**

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### **Outside:**

Barrier – No ramp at entranceway, wedge at threshold of doors

Type of Barrier – Physical

Strategy for removal or prevention – Move bicycle rack over and pour either cement or asphalt ramp. Fill in wedge at threshold of doors and smooth out. After going over the building code requirements with the Chief Building Official we realized this could not be done. The entrance way is accessible from the sidewalk at the front of the building and an accessible marked spot was painted on at this location. A new entrance is being designed and incorporated into a renovation project that will allow the entrance to have a ramp and automatic door opening. The cost of the project and the work will be done within the 2020 Budget. (New main entrance and ramp work completed in 2021)

Barrier – No way to open and keep doors open

Type of Barrier – Physical

Strategy for removal or prevention – Install automatic door openers at same time as new entrance is constructed. This work is being proposed for and included in the 2020 Budget. Automatic door openers were installed in 2021.

**Inside:**

## Lower Level

Barrier – No sign to show location of accessible washroom downstairs

Type of Barrier – Communication

Strategy for removal or prevention – install accessible washroom sign (Installed in 2004)

Barrier – Accessible washroom requires a coat rack.

Type of Barrier – Physical

Strategy for removal or prevention – Install a coat rack. (Installed in 2004)

## Upper Level

Barrier – No sign to show location of accessible washroom

Type of Barrier – Communication

Strategy for removal or prevention – install handicap washroom sign (Installed in 2004)

**Sundridge Municipal Office:**

Barrier – Tax bills are designed so that sight impaired persons would not be able to read the bills

Type of Barrier – Technology

Strategy for removal or prevention – Because of the legislative requirements by the Province on the wording etc. on the bills they will have to look at the requirements in order to also be in compliance with the Act. We have enlarged the tax bill on the photocopier for some sight impaired residents who have requested it.

There is a keyed elevator located at the Municipal Office Building with an alarm at the main level to get the attention of the staff to use the elevator or it indicates that there is a problem. There is also an alarm in the lower level. In 2009 an emergency phone was installed in the elevator and a monitoring station will monitor any problems.

Barrier – The Front Counter height is not accessible.

Type of Barrier – Architectural

Strategy for removal or prevention - In 2020, an accessible Front Counter was installed, in addition to a new barrier-free washroom, and a new universal washroom. Accessible directional signage featuring braille was installed as part of the installation of the new accessible washrooms.

## **S.S.J. Arena & Hall**

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### **Upper Level:**

Men's/Ladies Washroom

Barrier - Doorway at washroom is too narrow

No accessible washroom/stall

Basin unsuitable – skirted at the front and the taps have knobs – not accessible to anyone using a wheelchair

Type of Barrier – Architectural

Strategy for removal or prevention - Widen doorway and replace the door

Change the vanity and basins and change the taps to levers

### **Lower Level:**

Men's/Ladies Washroom

Barrier – Doorway too narrow

No accessible washroom/stall

Basin unsuitable – skirted at the front and the taps have knobs not accessible to anyone using a wheelchair

Type of Barrier – Architectural

Strategy for removal or prevention – Widen doorway and replace the door

Change the vanity and basins and change the taps to levers

The Arena Board applied for a Trillium Grant in 2007 and was awarded monies.

With part of this grant the Arena put new washrooms upstairs and downstairs.

The new washrooms on both levels are now accessible.

There is an elevator in the arena to use for the upper level.

### **Outside:**

Accessible Parking

Barrier – Signage to show accessible door opening not visible where currently located

Type of Barrier – Communication

Strategy for removal or prevention – Replace the existing sign and have one made that is larger or closer to the actual entrance

Barrier – Not enough accessible parking spaces

Type of Barrier – Physical

Strategy for removal or prevention – Have two more parking spaces beside the two existing ones installed with proper signage

## **Barriers to be addressed in 2022**

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Council and Committees will look at their budgets for 2022 and will allow them to address for the next year. Councils will review municipal decisions made related to by-laws, planning, building and the creation of municipal services.

## **Review and monitoring of the process**

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The Council of the Corporation of the Village of Sundridge is committed to following through with this plan. This plan will be created annually allowing council, staff and the public to monitor the barriers identified and the direction to which the Village of Sundridge is moving to remove the barriers under the Ontarians with Disabilities Act, 2001.

## **Communication of the Plan**

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The plan will be available at the Sundridge Municipal Office and also on the website. The Village will make every attempt to make it available to those with disabilities for their perusal and review. Should a copy in braille be requested, Council will try to accommodate by having staff contact the CNIB to inquire if it could be translated. In any situation staff will assist to the best of their ability.