

The Corporation of the Township of Hornepayne
68 Front Street, PO Box 370
Hornepayne, Ontario
P0M 1Z0



COUNCIL RESOLUTION

MOVED BY:

RLSJA

signature

NO. 2018-210

SECONDED BY:

H. Steiner

signature

DATE: MAY 02 2018

Be it resolved that By-Law No. 1652 being a By-Law to establish, implement, maintain, review, update and document a multi-year accessibility plan, which outlines the Township of Hornepayne's strategy to prevent and remove barriers and meet other legislative requirements to govern how the Municipality will achieve accessibility and commit to meeting the accessibility needs of persons with disabilities in the Township of Hornepayne be hereby read a first and second time and be considered read a third time and finally passed.



☒ Carried ☐ Defeated ☐ Deferred

[Signature]

signature of presiding officer

RECORDED VOTE:

YES

NO

ABSTAINED

Councillor Cheryl Fort
Councillor Willy Liebigt
Councillor Drago Stefanic
Councillor Paul Stewart
Mayor Morley Forster

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Disclosure of pecuniary interest and the general nature thereof.

(Name) _____ (Name) _____

Disclosed the pecuniary interest and the general nature thereof and abstained from the discussion, vote and influence.

(Clerk)

The Corporation of the Township of Hornepayne

By-Law No. 1652

Being a By-Law to establish, implement, maintain, review, update and document a multi-year Accessibility Plan, which outlines the Township of Hornepayne's strategy to prevent and remove barriers and meet other legislative requirements to govern how the Municipality will achieve accessibility and commit to meeting the accessibility needs of persons with disabilities in the Township of Hornepayne.

WHEREAS O. Reg. 191/11: Integrated Accessibility Standards, under the Accessibility for Ontarians with Disabilities Act, 2005 S.O. 2005, c.11 provides that the Government of Ontario, Legislative Assembly, designated public sector organizations and large 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; and,
- Post the Accessibility Plan on their website and provide the plan in an accessible format upon request; and,
- Review and update the Accessibility Plan at least once every five years, O. Reg. 191/11, s. 4 (1); and,

WHEREAS the Corporation of the Township of Hornepayne recognizes the need for such a Plan;

NOW THEREFORE the Council of the Corporation of the Township of Hornepayne enacts the Plan as outlined in the attached Schedule "A", Accessibility Plan – A Strategy to Prevent and Remove Barriers to Persons With Disabilities.

This By-Law comes into full force and effect upon passage.

By-Law No. 863 is hereby rescinded.

Read a first and second time 2nd day of May, 2018.

Read a third and finally passed this 2nd day of May, 2018.



Presiding Officer



Clerk

Schedule "A" to By-Law No. 1652

THE CORPORATION OF THE
TOWNSHIP OF HORNEPAYNE

Multi-Year Accessibility Plan

2018-2022

Prepared by:
Rebecca Olakpa

Reviewed and Submitted by:
Gail Jaremy
Township of Hornepayne

Definitions:

"CAO/Clerk" shall refer to the Chief Administrative Officer/Clerk of the Township of Hornepayne.

"Council" shall refer to the elected members of Municipal Council of the Corporation of the Township of Hornepayne.

"Municipal Employees" means all employees either volunteer, casual, part-time or full-time, hired or appointed by the Council of the Corporation of the Township of Hornepayne.

"Township" shall refer to the Corporation of the Township of Hornepayne.

"ODA" shall refer to the Ontarians with Disabilities Act, 2001.

"AODA" shall refer to Accessibility for Ontarians with Disability Act, 2005.

"OHRC" shall refer to the Ontario Human Rights Code.

"IASR" shall refer to The Integrated Accessibility Regulation.

Executive Summary

According to Statistics Canada, over 15% of Ontarians have a disability; that means approximately 2 million Ontarians have a disability. This is important because, extrapolated for local use, as many as 147 Hornepayne residents could have some form of disability. With Hornepayne having an aging population, this number is expected to rise in the coming years.

The purpose of the Ontarians with Disabilities Act, 2001 (ODA) is to improve opportunities for people with disabilities and to provide for their involvement in the identification, removal and prevention of barriers for their full participation in the life of the Province. Both visible and invisible disabilities are referred to in the Ontario Human Rights Code and in the Accessibility for Ontarians with Disabilities Act (AODA), 2005. These disabilities include but are not limited to: physical, visual, hearing, cognitive, learning, mental health, intellectual, and temporary disabilities. The goal of the Accessibility for Ontarians with Disabilities Act is to make Ontario accessible for people with disabilities by 2025.

The Ontario Human Rights Code also recognizes the dignity and worth of every person in Ontario. It provides for equal rights and opportunities and freedom from discrimination. Customers, clients and tenants with disabilities have the right to equal treatment and equal access to facilities and services. This includes restaurants, shops, hotels, movie theatres, as well as apartment buildings, transit and other public places. At work, employees with disabilities are entitled to the same opportunities and benefits as people without disabilities. In some cases, they may need special arrangements or "accommodations" to help them do their job.

As a public-sector entity, the Township of Hornepayne will continue to strive to remove and prevent barriers to people with disabilities who use the facilities and services of the Township, including staff and members of the community at large in accordance with the Ontarians with Disabilities Act, Accessibility for Ontarians with Disability Act (AODA) and the Ontario Human Rights Code.

Vision

The Township of Hornepayne is committed to the continuous improvement of accessibility to municipal facilities. Although much has been achieved in recent years, there is still room for improvement.

This Accessibility Plan outlines the measures that the Township of Hornepayne will be taking to identify, remove and prevent barriers to people with disabilities who utilize the facilities and services offered by the Township, including staff.

The Integrated Accessibility Standards Regulation (IASR) under the Accessibility for Ontarians with Disabilities Act, 2005, requires the Township to develop a multi-year Accessibility Plan. This plan will provide a status update on current corporate accessibility initiatives as well as objectives set for the next five years to works towards compliance with the standards set out in the Regulation. The IASR also provides standards for performance measurement with regard to policies, practices and other steps required to reduce or eliminate barriers for people with disabilities. These standards apply to both the public and private sectors. As a result, the vision of this Accessibility Plan is inclusive and will be realized by the following:

- Meeting legislative requirements
- Providing mobility for all
- Retrofitting older buildings, parks and trails, where possible
- Making accessibility a design priority
- Providing accessible information
- Creating awareness
- Securing dedicated funding
- Representing persons with disabilities

Objectives

The objective of this Plan is to:

1. Describe the process and measures by which the Township of Hornepayne will identify, remove and prevent barriers to people with disabilities;
2. Review past efforts to remove and prevent barriers to people with disabilities; and,
3. Describe how the municipality will make this Accessibility Plan available to the public.

Brief Description of the Township of Hornepayne

The Township of Hornepayne is located in the District of Algoma, approximately 400 km north of Sault Ste. Marie, 97 km north of White River and 132 km southwest of Hearst. Hornepayne is a railway town and is a major stop between Toronto and Winnipeg on the main Canadian National Railway line.

The Township was incorporated in 1928. Hornepayne is a small community with a population of 980 (2016 Census). Information from the 2016 census shows an approximate 6.7% decline in population when compared to the 2011 census. The two main employers are Canadian National Railway and Hornepayne Lumber Limited Partnership/Hornepayne Power Inc. with approximately 130 employees each.

There are three schools in Hornepayne, an English Public Elementary & Secondary School catering from Junior Kindergarten to Grade 12, an English Separate Elementary School and a French Separate Elementary School.

Hornepayne is serviced by the Ontario Provincial Police and Algoma EMS Services, both of which have a local detachment/ambulances base. Hornepayne has a relatively modern hospital which was built in 1990 with 24-hour emergency service, long term care beds, acute-care hospital beds, Telehealth, diagnostic imaging, lab and mental health counselling services.

Municipal Council is the governing body of the Municipality consisting of Mayor, Deputy Mayor and 3 Councillors. Members of Council are elected by the public for a four-year term and are responsible for, but not limited to, policy direction, by-laws and amendments, reviewing and approving the Township's operational and capital budgets and acting or responding to other matters on behalf of the residents.

In 2017, the Township, in collaboration with the NORDIK Institute and the Hornepayne Economic Development Corporation (HEDC), developed an updated Community Strategic Plan which reflects some of the goals and aspirations of the community. Hornepayne's vision as shown in this Strategic Plan is to develop a self-reliant and resilient community that can adapt, withstand adverse conditions and thrive. The vision of this Accessibility Plan complements that of the Community Strategic Plan - by making our community accessible and barrier free, we help build a vibrant and resilient community. As is the nature of Strategic Plans, the plan will constantly be evolving. The Township is in the process of updating many of its municipal plans, including the Official Plan; this process will be an integral to incorporating fundamental values, including accessibility, of both the Community and the Municipality into all plans.

Council Commitment to Accessibility Planning

The Council of the Corporation of the Township of Hornepayne is committed to:

- The provision of quality services to all members of the community, including those with disabilities;
- Meeting the needs of people with disabilities in as timely a manner as possible, by preventing and removing barriers to accessibility and meeting accessibility requirements set by applicable legislation such as the AODA, ODA, Human Rights Code and the IASR;
- The continuous improvement of access to all municipally owned facilities, premises and services for all those with disabilities; and,
- Treating all residents in a way that allows them to maintain their dignity and independence.

The Township of Hornepayne's Multi-Year Accessibility Plan (2018-2022) and reports demonstrate our commitment to making accessibility a part of everyday business. Accessibility planning will apply to areas identified in the IASR i.e., Customer Service, Employment, Information & Communication, Transportation and Design of Public Spaces.

Given the limited resources available, the major stumbling block identified in implementing this plan is the availability of funds. However, the Township of Hornepayne commits to the efficient use of available resources and to taking advantage of funding opportunities as they become available to aid in the implementation of future Accessibility Plans.

Accessibility Advisory Committee

The AODA and the ODA require all municipalities with a population greater than 10,000 to appoint an Accessibility Advisory Committee (AAC). The Township of Hornepayne currently does not have an Accessibility Advisory Committee as our population is below the required threshold.

Informal Site Audit of Municipally-Owned Buildings

During the first week of April 2003, Council and Staff were asked to complete a survey with regard to barriers that may exist in municipally owned buildings. Survey takers were also asked to provide possible solutions to removing those barriers to comply with current legislation under the Ontarians With Disabilities Act.

Numerous barriers were identified in various locations and were addressed further in the 2006/2007 Accessibility Report. This practice has not been repeated as there have been minimal to no changes to the facilities and no new municipal buildings since the first plan was passed in 2003 with the exception of an outdoor pavilion in 2016 which is ramped. This is an unfortunate result of our community being in a depressed economic state with little or no growth occurring. Instead, the Township encourages residents to provide feedback through the Township website or in person at the Municipal Office. A new survey will be administered once the newly elected Council has been in office for some time and been given the opportunity to

become educated on the topic. A survey will also be mailed out to residents at the same time seeking input on barriers and potential solutions within the community. The Township intends to carry out the survey process on a more regular basis going forward, thus creating an ongoing process for identifying community-wide barriers to accessibility.

Barrier Identification Methodologies

Methodology	Description	Status
Survey to Staff and Councillors	A survey was given to all members of staff and Council to help identify any barriers at Municipally owned/operated Facilities	The survey was completed by all Staff Heads and Council. Many barriers were identified.
Mail-out was sent to all residents (720)	Mail-out asked for all residents to contact the Municipal Clerk to identify barriers that exist in municipality	All comments received were noted and placed in plan as a barrier

Barriers Identified in the 2006-2007 Report

Those who completed the original survey identified the barriers listed below. It is Council's responsibility to prioritize the barriers to be addressed and the related timelines while remaining mindful of budget restraints and feasibility. The following barriers were identified as the top 6 priorities.

Barriers	Type of Barrier	Strategy for Removal or Prevention
Municipal Office	physical/ architectural	install automatic door openers
Arena Bleachers	architectural	ramp to bleachers for Individuals in wheelchairs to have clear view of ice surface

Barriers	Type of Barrier	Strategy for Removal or Prevention
Municipal Office	Architectural	ramp for main entrance
Curling Club Ice Surface	Architectural	ramp from outside to ice surface for those with disabilities to attend events
Council Chambers	Architectural	ramp with outside entrance into chambers
Seniors Clubroom	Physical/ Architectural	chair lift or ramp
Municipal Office parking	Physical	Parking space must be designated and marked, and parking by-law enforced
Cemetery Stone	Physical	paved or interlocking

Barriers Identified in the 2006-2007 Report - Other than Municipally-Owned Facilities

Barriers	Type of Barrier	Strategy for Removal or Prevention
North Star Centre Doors into Centre <ul style="list-style-type: none"> • cannot open 	Physical	install automatic doors
Doors to washrooms <ul style="list-style-type: none"> • cannot open, • too heavy, • handles too high 	Physical	change to lighter doors lower handles

Barriers	Type of Barrier	Strategy for Removal or Prevention
Various levels cannot be accessed without going outside	Physical	interior ramps to each level
Apartments, stairs in hallways	Physical	interior ramps vs stairs
Apartments, Washrooms & bedroom doorways not wide enough for wheelchairs	Physical	widen doorways inside apartments
Restaurant <ul style="list-style-type: none"> • not accessible 	Physical	chair lift or ramp to restaurant
Door locks and handles too high for those in wheelchairs	Physical	lower locks and handles
Disabled parking	Physical	needs to be enforced
High School Second level <ul style="list-style-type: none"> • Inaccessible 	Physical	chair lift or elevator required
Valu-Mart Main Doors <ul style="list-style-type: none"> • cannot open 	Physical	automatic doors
Parking	Physical	enforced, signs larger pavement to be marked
G & L Variety Main Door <ul style="list-style-type: none"> • cannot open 	Physical	install automatic doors

Barriers	Type of Barrier	Strategy for Removal or Prevention
No access to store Level	Physical	ramp to store level
Royal Canadian Legion Main Doors <ul style="list-style-type: none"> • cannot open 	Physical	install automatic doors
Clubroom downstairs <ul style="list-style-type: none"> • basement 	Physical	access by ramp to clubroom
4-Stevens Main door <ul style="list-style-type: none"> • Cannot open • Step at main door 	Physical	install automatic door ramp needs to be extended to door
Anglican Church United Church Calvary Gospel, access <ul style="list-style-type: none"> • Cannot open doors 	Physical	ramps to seating area automatic door
Credit Union <ul style="list-style-type: none"> • Access • Cannot open doors 	Physical	ramps to main level install automatic door
Bear News <ul style="list-style-type: none"> • Access 	Physical	need ramp to access building, once inside
Home Hardware <ul style="list-style-type: none"> • Inside access 	Physical	aisles need to be cleared to allow wheelchairs to move freely

Additional Barriers Identified

Barriers	Type of Barrier	Strategy for removal or prevention
Uneven & pitted sidewalks	Physical	Replace sidewalks
No access to Council Chambers	Physical	Install stair lift or relocate
No access to Library	Physical	Install stair lift or relocated
Front counter counter too high	Physical	Install accessible
Website	Technological	Institute more features to improve website accessibility

Recent Achievements

Since the completion of the last Accessibility Report several initiatives have been implemented and many achievements have been realized, bringing us closer to our vision of making Hornepayne more accessible. In the summer of 2016, a ramp was installed at the Municipal Office. In 2017, new doors with automatic openers were purchased and installed at the Municipal Office and at the main entrance to the Arena. In the summer of 2018, an accessible viewing platform will be built and installed at the arena to facilitate accessible viewing of the ice surface. In addition, new doors with automatic openers will be installed in the main foyer of the arena facility leading to both the arena proper and the curling club lounge. The barriers identified for the North Star Centre no longer exist as the building has been decommissioned. Doors to the Valu-Mart (now Freshmart) have been changed and automated and designated parking identified. The Royal Canadian Legion has installed a new ramp at the main entrance and an automated door has been installed at the Northern Credit Union.

Customer Service

Township Staff are trained on how to communicate and provide information and services to persons with disabilities in a manner that takes the disability(ies) into account. Persons with disabilities are encouraged to bring a support person or service animal to assist with interactions if this will facilitate the interaction, i.e. sign language interpreters, mobility aid, seeing-eye dog, etc. At no time will a person with a disability who is accompanied by a support person or service animal be prevented from having access while on Municipal property.

Employment

Employment opportunities and applications are readily accessible through the Township website. Applicants are encouraged to request information in alternate formats if required. The Township of Hornepayne also continues to provide the availability of accommodation for applicants with disabilities throughout the recruitment/hiring process.

Information & Communication

The Township is continually adding more information to the municipal website to ensure the public is kept informed. In addition, the municipal website is going under a huge transformation and will soon be more accessible and more user friendly. Information regarding emergency services is currently available online at the Township website and includes direct links to the Algoma Emergency Medical Services, Ontario Provincial Police (OPP) and the Hornepayne Volunteer Fire Department.

The Hornepayne Public Library collection continues to be offered in multiple formats including large prints and e-books which are available for download free of charge to residents. Access to these e-resources require residents to have a library card number and PIN issued by Library staff.

Transportation

Due to population size, the Township of Hornepayne currently does not have any form of public transportation. There is a taxi service. Accessibility should be followed up with the company.

Design of Public Spaces

To date, the Township of Hornepayne continues to remove barriers within our facilities and parks. As mentioned, accessibility improvements have been made to the Municipal office, the Community Arena and some of our parks. When designing new spaces, the Township will sure accessibility requirements are taken into consideration.

The Township now has marked parking spaces at all facilities that are designated for people with disabilities.

Multi-year Accessibility Plan (2018-2022)

With the Integrated Accessibility Standards Regulation (IASR) being passed in 2011, the Township's focus for accessibility planning will be on the implementation of the requirements in the legislation.

Moving forward, barriers identified will be classified in the following manner in compliance with the accessibility standards identified in the Accessibility for Ontarians with Disabilities Act:

- General
- Information and Communication
- Employment
- Transportation requirements

Accessibility Plans are to be reviewed at least once every five years and municipalities are to prepare a Status Report every two years on the progress of measures taken to implement the strategies referenced in the municipal Accessibility Plan.

In addition to those barriers identified above, below are the projects associated with the prevention and removal of barriers specifically to persons with disabilities that live, work and travel in or to the Township of Hornepayne.

General Requirement

The IASR Regulation outlines standards for organizations to follow. These standards require organizations to:

1. Develop policies, including a statement of organizational commitment, on how to meet the Integrated Accessibility Standards Requirements, make them available to the public, and provide them in an accessible format, upon request;
2. Develop a multi-year Accessibility Plan that outlines the Organization's strategy to prevent and remove barriers for persons with disabilities and meet the requirements under the IASR. Further, prepare an biennial status report on progress of measures set out within the multi-year Accessibility Plan;
3. Incorporate accessibility criteria when procuring or acquiring goods, services or facilities, except where it is not possible to do so; and,
4. Ensure training on the requirements of the Accessibility Standards and the Ontario Human Rights Code is provided to employees, volunteers, persons who participate in developing policies and those who provide goods, services or facilities on behalf of the Township.

2018-2022 Action Plan

As a result of the aforementioned general legislative requirements, this multi-year Accessibility Plan includes both new and continuing priorities and commitments that will help the Township achieve its goal of identifying, removing and preventing barriers to accessibility.

1. The Township of Hornepayne's Accessibility Plan shall be updated every 5 years and made available on the Township's website.
2. The Township's commitment to ensuring accessibility will be incorporated into Community Strategic Plan, the Official Plan and other relevant municipal planning documents.

3. Wherever possible, goods, services, and construction purchased by the Township of Hornepayne shall be procured in such a manner that allows for the consideration of accessibility for persons with disabilities in compliance with the ODA and the AODA.
4. Training shall be completed and made available to all Township employees and volunteers to educate them on the Accessibility Standards and the Ontario Human Rights Code as it pertains to persons with disabilities.
5. Any policy of The Township of Hornepayne that does not respect and promote the dignity and independence of people with disabilities will be modified or removed, as required.

Customer Service

All staff will receive training as part of their orientation; training in the Accessible Customer Service Standard will be provided as soon as is practicable upon an individual being hired, elected, appointed, or engaged.

Employment

The Township of Hornepayne is committed to fair and accessible employment practices. The following outlines how the Township of Hornepayne will make employment practices and its workplace more accessible for potential and existing employees with disabilities.

1. Employees and the public will be notified about the availability of accommodation for applicants with disabilities throughout the recruitment/ hiring processes.
2. The Township shall create and incorporate accessible Employment Procedures into current practices to ensure requirements of the Employment Standard are implemented.
3. The Township shall update all necessary employment templates to include an accessibility statement.
4. The Township shall review and update Employment Procedures to ensure ongoing compliance is maintained.

5. Successful applicants will be notified through the offer process, of Township of Hornepayne's policies for accommodating employees with disabilities.
6. All employees will be notified of policies to accommodate and support employees with disabilities.
7. Upon request, the Township will consult with any employee with a disability to provide, or arrange for, an accessible format or communication support for information or communication that is generally available to employees in the workplace.
8. The Township of Hornepayne will provide individualized workplace emergency response information to employees who have a disability, as required.
9. The Township of Hornepayne will take into consideration the accessibility needs of employees with disabilities, as well as individual accommodation plans when conducting performance management and providing career development/advancement to employees.

Information & Communication

The Township of Hornepayne is committed to meeting the communication needs of people with disabilities. The Township of Hornepayne will take the following steps to ensure that access to information and communication are barrier free:

1. The Township will consult with people with disabilities to determine their needs and listen to their opinions and ideas;
2. Assess the Township's feedback processes;
3. Determine which/how accessible formats and communication supports will be provided upon request;
4. All Township staff responsible for receiving feedback will, upon request, provide accommodation for persons with disabilities to enable all persons the opportunity to provide feedback;

5. Emergency procedure, plans, or public safety information will be published on the Township website in an accessible format and will be made available in alternate formats upon request to make accommodations for people with disabilities; and,
6. The Township will maintain this multi-year plan, create biennial accessibility reports and ensure that all information with regard to accessibility is made readily accessible to all residents.

Design of Public Spaces

The Municipality is committed to designing public spaces that are free from barriers and accessible to all. As a result the Township will comply, to the best of its ability, with the Design of Public Spaces Standards with respect to public spaces that are newly constructed or redeveloped, including:

- Recreational trails and beaches
- Access routes
- Exterior paths
- Outdoor public eating areas
- Accessible parking
- Outdoor play spaces
- Service related elements like service counters and waiting areas

Review and Monitoring of the Process

Council is committed to implementing this plan. The plan shall be reviewed and updated every 5 years. A biennial report shall be generated thus allowing Council, staff and the public to monitor the progress of this plan. It will also provide direction to the Township with moving in removing accessibility barriers covered under the Ontarians With Disabilities Act.

Compliance and Reporting

All Ontario businesses and organization with one or more employees must comply with the AODA's Accessibility Standards. These standards require that;

- All designated public-sector organizations, regardless of number of employees to submit a compliance report every 2 years following the report that was due on December 31st, 2013.

The goal of the compliance report is to collect feedback on how Ontario businesses and organizations continue to meet customer service standards and any new requirements under the Integrated Accessibility Standards Regulations. The Township shall ensure that all compliance reports are completed and submitted as required.

Communication of the Plan

Once adopted by Council, this plan will be available on the Township's website and hard copies will be available at the Township office and/or Hornepayne Public Library. Upon request, this plan can be made available in alternative formats.

Information or to Request a Copy of this Policy

To request a copy of this plan, or for any questions, comments or suggestions, please contact the office of the CAO/Clerk of the Township of Hornepayne:

Phone: (807) 868-2020 Ext. 205

Email: jaremy.hpayne@bellnet.ca

Accessible formats of this document are available at no charge upon request.

