

# The Corporation of the Township of Pelee

## By-law No. 1645

Being a By-Law to Adopt a Municipal Accessibility Plan

**WHEREAS** the Province of Ontario passed the Ontarians with Disabilities Act (ODA) on December 14, 2001 and proclaimed additional sections of the Act on September 30, 2002;

**AND WHEREAS** the Act sets out accessibility obligations for municipalities and all municipalities are to develop annual accessibility plans and make them public;

**AND WHEREAS** each year, the Council of every municipality will prepare an accessibility plan and either get advice from its accessibility advisory committee or consult with people with disabilities and others if the Council doesn't have an accessibility advisory committee;

**NOW THEREFORE** the Council of the township of Pelee does hereby adopt the Municipal Accessibility attached hereto as Schedule "A"

Read a first, second and third time and finally passed this 5<sup>th</sup> day of June, 2006

  
Mayor

  
Clerk-Treasurer

### Clerk's Certificate

I, Heather Marchand, Clerk-Treasurer of the Township of Pelee, DO HEREBY CERTIFY the foregoing to be a true and complete copy of the By-law No. 1645 of the Township of Pelee in the Province of Ontario, duly passed at a meeting of the Council of the Corporation of the Township of Pelee, on the 5<sup>th</sup> day of June, 2006 and that this By-law is in full force and effect on passing.

CERTIFIED THIS      <sup>th</sup> day of      , 2006

Heather Marchand, AMCT, AMTC  
Clerk-Treasurer

**TOWNSHIP OF PELEE  
1045 WEST SHORE ROAD  
PELEE ISLAND, ON  
N0R 1M0**

**JUNE 2006**

**Creating a Barrier Free Community  
Municipal Accessibility Plan**

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## **Executive Summary**

There are 1.9 million people in Ontario with disabilities. This number is expected to increase as the population ages because the incidence of disability increases with age.

On December 14, 2001, the *Ontarians with Disabilities Act, 2001* (the ODA) was passed to improve access and opportunities for people with disabilities.

The ODA is designed so that cities, towns and other municipalities; hospitals; school boards; colleges and universities; public transportation providers; government ministries and agencies; the private sector and people with disabilities can take part in making Ontario a more accessible province.

Under the Ontario *Human rights Code*, people with disabilities have the right to be free from discrimination in employment, services, goods, facilities and housing. The right to equal treatment is also addressed in a number of Ontario statutes and regulations, which include:

- *The Assessment Act*
- *The Blind Persons' Act, 1992*
- *The Corporations Tax Act*
- *The Income Tax Act*
- *The Education Act*
- *The Ontario Disability Support Program Act, 1997*
- *The Workplace Safety and Insurance Act, 1997*

## **Interpretation**

The purpose of the *Ontarians with Disabilities Act, 2001* is to improve access and opportunities for people with disabilities. The Act provides for their involvement in identifying, removing and preventing barriers so they can fully take part in the life of the province.

## **Contact**

If you have any questions, please contact the Pelee Municipal Office.

## **Aim**

This report describes one measure that the Township of Pelee has taken and the measures that the Township will take to identify, remove and prevent barriers to people with disabilities who utilize the facilities and services of the Township, including staff.

## **Objectives**

This report:

1. Describes the process by which the Township of Pelee will identify, remove and prevent barriers to people with disabilities.
2. Lists the previous initiatives the Township has already undertaken with respect to removing barriers.
3. List the facilities, policies, programs, practices and services the Township will review in the coming year to identify barriers to people with disabilities.
4. Describe the measures the Township will take in the coming year to identify, remove and prevent barriers to people with disabilities.
5. Describe how the Township will make this accessibility plan available to the public.

## **Description of the Township of Pelee**

The Township of Pelee is an island located in Southwestern Ontario. It is the most southerly inhabited land in Canada at a latitude of N41-46'-42" and a longitude of W82-40'-41" and has an approximate area of 4,000 hectares. It is 14.5 km long and 5.6 km wide. The island is approximately 26 km from Leamington by ferry.

## **Population**

The population of the Township of Pelee is 275 swelling to a population of 1,000 in the summer.

## **Housing Units**

The residential housing units in this township are single detached dwellings. The residential housing is privately owned. There are no multi-dwelling residential housing units.

## **Council Commitment to Accessibility Planning**

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

- The continual improvement of access to all municipality owned facilities, premises and services for all those with disabilities.
- The provision of quality services to all members of the community with disabilities.

The Council has authorized the Clerk to prepare an accessibility plan that will enable the Council to meet these commitments.

## **Some Key Definitions**

### **Barrier**

A “barrier” is anything that stops a person with a disability from fully taking part in society because of that disability. Some barriers include:

- Physical barriers, for example a step at the entrance to a store;
- Architectural barriers, for example no elevators in a building of more than one floor;
- Information or communications barriers, for example a publication that is not available in large print;
- Attitudinal barriers, for example assuming people with a disability can’t perform a certain task when in fact they can;
- Technological barriers, such as traffic lights that change too quickly before a person with a disability has time to get through the intersection; and
- Barriers created by policies or practices, for instance not offering different ways to complete a test as part of job hiring.

### **Disability**

The following is the same definition as used in the Ontario *Human Rights Code*:

A “disability” is:

Any degree of physical disability, infirmity, malformation or disfigurement caused by bodily injury, birth defect or illness and includes, but is not limited to:

- Diabetes mellitus;
- Epilepsy;
- A brain injury;
- Any degree of paralysis;
- Amputation;
- Lack of physical co-ordination;
- Blindness or visual impediment;
- Deafness or hearing impediment;
- Muteness or speech impediment; or

- Physical reliance on a guide dog or other animal, or on a wheelchair or other remedial appliance or device;
- A condition of mental impairment or a development disability;
- A learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- A mental disorder; or
- An injury or disability for which benefits were claimed or received under the insurance plan established under the *Workplace Safety and Insurance Act, 1997*.

## Disability Barriers

People with disabilities face unnecessary barriers almost everywhere: at home, at work, at school, in parks, in recreational facilities, in the streets, in theatres, in stores and in restaurants – and even in municipalities.

A “barrier” means anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, an architectural barrier, an informational or communication barrier, an attitudinal barrier, a technological barrier, a policy or a practice. Barriers prevent people with disabilities from going to school and to work.

<b>Types of Barriers:</b>	<b>Example:</b>
Physical	A door knob that cannot be operated by an elderly person with limited upper-body mobility and strength
Architectural	A hallway or door that is too narrow for a wheelchair or scooter
Informational	Typefaces that are too small to be read by a person with low vision
Communicational	A professor who talks loudly when addressing a deaf student
Attitudinal	A recreational swimming program which discourages people with developmental disabilities from participating
Technological	Information on a municipal Web site which cannot be accessed by a person who is blind but has reading software for a computer
Policy/Practice	A practice of announcing important messages over an intercom that people with hearing impairments cannot hear clearly

## Measures to identify barriers to people with disabilities:

- Prior to approving the annual Accessibility Plan, Council will request input from the public on their concerns through a municipal newsletter.
- Employees will be asked to record any apparent barriers to individuals with disabilities in areas where the public may require access to municipal services or buildings so that Council can take into account how accessible any equipment, supplies, or services provided by the municipality, for use by itself, its employees or the public, is/are to people to people with disabilities.
- Council will examine any new or proposed by-laws with consideration of individuals with disabilities.

## **Duties of the Township of Pelee**

The Township responsibilities:

The Council for the Township of Pelee will each year:

- Prepare and/or review the accessibility plan; and
- Either get advice from it's accessibility advisory committee; or
- Consult with people with disabilities and others if the council doesn't have an accessibility advisory committee
- AND make their Annual Accessibility Plan available to the public.

## **Operational Review to prevent barriers to people with disabilities:**

- The municipality will examine our suppliers annually before buying equipment, supplies or services for itself, its employees or the public, to consider the accessibility of the equipment, supplies and services to people with disabilities.
- The council of every municipality will take into account how accessible any equipment, supplies or services to be bought by the municipality, for use by itself, its employees or the public, is to people with disabilities.
- The Municipality will examine the municipal owned building that is open to the public for its accessibility.
- The Municipality will examine municipal services for barriers.

## **Review of Decision-making Practices**

- The Township of Pelee will use the Government of Ontario barrier-free design guidelines that promote accessibility for people with disabilities to buildings that the Township buys, leases, builds or significantly renovates. The barrier-free design guidelines used will ensure the level of accessibility for government buildings is at least as good as or better than the level of accessibility required by the *Building Code Act, 1992*.
- Council will consider amending by-laws to prevent barriers to people with disabilities.
- Council will accommodate the employment-related accessibility needs of people with disabilities who apply for jobs with the municipal government, as required by the *Human Rights Code*.
- The Township of Pelee will accommodate the accessibility needs of its employees as required by the *Human Rights Code*.
- The Township of Pelee will make sure that its managers and supervisors have access to information necessary to meet the government's duties to employees with disabilities.
- The Township of Pelee will review by-laws created since January 2000 to identify barriers to programs, practices and services.



## **Institutional Facilities**

The Pelee Island Public School is maintained and run by the Greater Essex County School Board. Approximately 19 students attend grades K through 8 at this facility.

The Pelee Island Medical Clinic is operated by the Leamington District Hospital and is serviced by two registered nurses. Emergencies are evacuated by plane or helicopter.

## **Community Facilities**

The Pelee Island Heritage Centre located at 1073 West Shore Road is operated by a Board of Directors. This museum contains historical artifacts demonstrating how the area has changed since the early 1900's.

St. Mary's Anglican Church located at 82 East West Road is a small heritage church which offers services on the first and third Sundays of each month. June to September the services are held at the East West Road location and October to May services are held at the Calvary Church at 28 North Shore Road. All services are at 10 a.m.

Star of the Sea Roman Catholic Church located at 374 East West Road holds mass on Sunday at 10 a.m. during the summer season with a Liturgy Service every other Saturday at 5 p.m.

The Pelee Public Library is located in the old fire hall on West Shore Road. Offerings include videos, large print, audio books, children's room and young adult selections.

The Pelee Island Airport is the most southern international airport in Canada. It offers a 3300 foot paved runway. Air service is available during the winter months through the Pelee Island Transportation Co.

The Pelee Island North Cemetery is maintained by the Township of Pelee and is located on Sheridan Point Road.

The Pelee Volunteer Firehall is located at 1027 Centre Dyke Road and houses a tanker truck, pumper and a First Response vehicle for use by the Pelee Volunteer Fire Department.

The Pelee Township Garage is located at 1027 Centre Dyke Road and houses some of the township roads equipment for example trucks and graders.

The Pelee Municipal Office is located at 1045 West Shore Road and is owned and operated by the Township as the general business office of the township. It is also used for council meetings and public meetings.

Pelee Township also owns East Park Campground which has been developed for camping with access to a public beach on Lake Erie. It is located on East Shore Road.

The Pelee Island Pheasant Farm located at 1246 Centre Dyke Road raises approximately 25,000 pheasant each year for release for the annual hunts.

Scudder Marina offers it's guests shower facilities, public washrooms and a picnic area. Daily rates and some serviced slips are available. Reservations a must.

## **Commercial**

Commercial businesses in Pelee Township are privately owned and operated. Most are small home-based rural businesses; most are part-time seasonal to supplement the owners income. Some may have up to 5 employees. These businesses include: autobody repairs, mechanics, greenhouses, craft, bed and breakfast, welding shops, convenience store with gasoline and a Post Office.

## **Industrial**

The Pelee Island Winery operates a grape growing operation and the grapes are transported to the mainland for processing.

Another cash crop is soy beans and this crop is maintained by several small farm holdings.

## **Township Services**

Services provided by the township are as follows:

- Water is provided to a small number of residents on East West Road and to businesses and residences on West Shore Road.
- The Township provides services available to the public at the Pelee Municipal Building only. These services include functions such as Council meetings, payment of taxes, issuing building permits, information regarding compliance with municipal by-laws, etc.
- The Township provides care and maintenance to the system of roads that are throughout the Township of Pelee.

The municipality employs a small staff to conduct the day-to-day business of the township. One full-time Clerk-Treasurer, one full-time Secretary-Receptionist and two part-time office assistants are employed to address concerns of the public, answer questions, provide support to council, collect taxes and perform office duties. In addition, the municipality employs a full-time Roads Manager and one full-time roads labourer; a Pheasant Farm Manager and a full-time and a part-time farm worker; an Airport Manager who also does water testing and serves as the Drainage Superintendent and a Parks and Recreation Manager who uses two part-time employees when required.

## **Recent Initiatives to Remove Barriers to People with Disabilities**

- Wheelchair access to the Pelee Municipal Office
- Employees respond to telephone inquiries
- E-mail service available
- Voting site has wheelchair access
- Park has level area allowing access to those with mobility disabilities
- When asked, the Township of Pelee verbally provides the information contained in written material distributed to the public
- Waste disposal site attendants assist unloading of garbage to those in need at the Pelee Township Disposal Site

## Informal site audit of the municipally owned buildings

Staff and Council have been asked to review the municipally owned buildings and in particular to assess any barriers that may exist and with that any solutions to removing those barriers in order to comply with the current legislation under the *Ontarians with Disabilities Act, 2001*.

There have been numerous barriers identified in the Municipal Administration Office, the Library, the Campground, the Marina and the Airport. Those will be discussed in this document under Barriers Identified.

## Barrier Identification Methodologies

In order to identify barriers the following methodology was used:

Methodology	Description	Status
Staff Review	The list of the 2006/2007 barriers identified was delivered to Department Heads	Review completed Appendix "A"
Municipal Officials Review	The list of 2006/2007 barriers identified was delivered to Mayor and Council	Review completed
Plan Development and Review Working Group	The list of the 2006/2007 barriers identified was delivered to the Working Group	Review completed
Client Review	The list of the 2006/2007 barrier disabilities identified was delivered to the clients	Review completed

## Barriers Identified

Those who completed the survey identified the barriers listed below. Over the next several years, Council will have to decide which barriers should be addressed each year keeping in mind budget restraints and feasibility.

Barrier	Type of Barrier	Strategy for removal Or prevention	Status
Museum stairs render the facility inaccessible to those using mobility aids	Architectural	Consulting, engineering report on feasibility (older building-structure) design and cost	Not addressed
Entrance to the municipal office does not allow easy access for those using mobility aids	Architectural	Design and cost	Not addressed
Size of parking spaces	Architectural	Design and cost	Not addressed

may be inadequate			
No automatic door openers on any township buildings	Physical	Design and cost	Not addressed
Very little signage at any township facility relating to services for the disabled	Informational	Design and cost	Not addressed
No special equipment for those with visual or hearing disabilities. (i.e. Audio Box for sight impaired, lack of available material for hearing impaired)	Technological	Feasibility study, design and cost	Not addressed

### **Anticipated Timeline for Barriers to be Addressed in 2006**

The first barrier that should be addressed is making East Park Campground washrooms accessible. Tenders have been issued for this work

### **Barriers to be Addressed in 2007**

The first barrier that should be addressed is making the Municipal Office wheelchair accessible. This will have to be in the 2007 budget and would be first priority in this exercise. This would involve the entrance doors.

### **Review and Monitoring of the Process**

Council is committed to following through with this plan. This plan will be created annually thus allowing Council, staff and the public to monitor the barriers identified and the direction to which the Township is moving to remove all barriers under the *Ontarians with Disabilities Act, 2001*.

### **Communication of the Plan**

This plan will be available on the Township of Pelee web site as well as at the office and we 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.

Appendix "B"

**Plan Development and Review Working Group**

Group Member	Municipality/Agency	Department Represented	Contact telephone, email & address
Heather Marchand	Township of Pelee	Coordinator	(519) 724-2931 1045 West Shore Road Pelee Island ON N0R 1M0 peleetownship@bellnet.ca
Sandra Cowie	Township of Pelee	Administration	(519) 724-2931 1045 West Shore Road Pelee Island ON N0R 1M0
Martha Krestel	Pelee	Senior	(519) 724-2978 1029 Henderson Road Pelee Island ON N0R 1M0
Ginny Knox	Pelee	Seasonal Resident	(519) 724-2012 761 East West Road Pelee Island ON N0R 1M0
Sandra Elling	Pelee	Handicapped	(519) 724-2634 111 Sheridan Point Road Pelee Island ON N0R 1M0