



Come for a visit. Stay for a lifestyle.

# The Corporation of the Municipality of Trent Hills

## Accessibility Plan

2021 - 2023

## Table of Contents

<b>Section 1:</b>	Municipal Jurisdiction and Highlights	<b>2</b>
<b>Section 2:</b>	Purpose and Scope of the Plan	<b>3</b>
<b>Section 3</b>	Trent Hills Accessibility Advisory Committee	<b>5</b>
<b>Section 4:</b>	Communication of Committee Recommendations	<b>6</b>
<b>Section 5:</b>	Consultation Activities	<b>7</b>
<b>Section 6:</b>	Accessibility Plan Review	<b>7</b>

## **Section 1: Municipal Jurisdiction & Highlights**

### **Contact Information**

#### **The Corporation of the Municipality of Trent Hills, Clerks Office**

66 Front Street, South

P.O. Box 1030

Campbellford, Ontario

K0L 1L0

Telephone: 705.653.1900

Email: [clerksoffice@trenthills.ca](mailto:clerksoffice@trenthills.ca)

### **Municipal Highlights**

In 2001, the Municipality of Campbellford/Seymour, the Township of Percy, and the Village of Hastings amalgamated to form the Municipality of Trent Hills. Combined, Trent Hills has a population of 12,900 based on the 2016 Canadian Census.

Strategically located along the Trent Severn Waterway in Northumberland County in Eastern Ontario, just north of Highway 401 and just south of Highway 7, the quality of life in Trent Hills is second to none. Trent Hills is a vibrant area that is an ideal destination for business and vacation, as well as rural living; with fresh, clean air, clear waters and some of the most picturesque rural landscapes in Ontario.

We share a strong sense of community and pride in our warm, friendly manner and close-knit neighbourhoods. Our three urban communities of Campbellford, Hastings, and Warkworth are flourishing in growth and development. We have proudly attracted a microbrewery, artisans, professionals, tourism operators, organic farmers, unique retailer trades people, landscape designers, wellness practitioners, manufacturers, and world-class musicians. They locate in Trent Hills because of the lifestyle, the convenient location, the fresh air and a bright future.

Trent Hills offers the best of both worlds; we are quaint small towns with big city expectations. It is because of these expectations that Trent Hills has grown into the prosperous, diverse and rich cultural area we enjoy today. Whether you're a busy professional, a young family, or retired couple there is something for every taste, style, hobby or way of life.

Trent Hills has been working to prevent and remove barriers of accessibility in order to ensure that everyone has the opportunity to experience life in Trent Hills.

## Section 2: Purpose and Scope of the Plan

The Accessibility for Ontarians with Disabilities Act, 2005 (AODA) was passed to improve access and opportunities for people with disabilities and to enable their involvement in the identification, removal, and prevention of barriers so that they can participate fully in the life of the Province. Under the authority of the AODA, municipalities are required to prepare a multi-year accessibility plan and make the plan available to the public. The ultimate goal of the AODA, and the premise of the municipalities accessibility planning, is to work towards removing barriers across Ontario over time while providing municipalities with the flexibility to devise their own priorities and appoint appropriate timelines for barrier prevention and removal.

The AODA defines disability and barrier to include the following:

### Disability

- (a) any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical coordination, 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,
- (b) a condition of mental impairment or a developmental disability,
- (c) a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language,
- (d) a mental disorder, or
- (e) an injury or disability for which benefits were claimed or received under the insurance plan established under the *Workplace Safety and Insurance Act, 1997*; (“handicap”)

### Barrier

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 information or communications barrier, an attitudinal barrier, a technological barrier, a policy or a practice; (“obstacle”)

## Accessibility Plan 2021-2023

---

When accessing barriers, some considerations are:

### 1. **Communication Barriers**

- Difficulties receiving information in person or by telephone, interacting with staff, receiving training
- Staff unaware of how to communicate with people with disabilities or refuse service

### 2. **Information Barriers**

- Inadequate or incomprehensible signage, difficulties reading brochures, forms, manuals, websites, fax transmissions, equipment labels, computers

### 3. **Architectural Barriers**

- Building design, areas adjacent to a building, size of doorways, shape of a room
  - Interior doors (width, signage, power assist, hardware, vision panels)
  - Entrance ways – doors (hardware, dimensions, power assist), lighting, signage, vestibules
  - Lobby, hallways, and corridors (width, path of travel, signage, doorways)

### 4. **Physical Barriers – Objects added to the environment**

- Doors, windows, furniture, workstations, and playgrounds
- Elevators (location, operation, design, signage, lettering – large and contrasting, lighting, control panel – Braille numbers)
- Washrooms (signage, doors – hardware, cubicles, accessories, integrated alarms)
- Parking (signage, location, markings, lighting)
- Drop-off and loading zones (approach and exit design, location, signage)
- Walkways and ramps (curb cuts, width, surface, slope)
- Meeting rooms (seating, hearing assistive devices, the path of travel)
- Stairways (handrails, surface, colour contrast, lighting)
- Office Administration (doors – hardware, signage, equipment accessories, path of travel)
- Food service (counter design, signage, table eating area, path of travel)
- First Aid and Emergency (doors – hardware, signage, accessories)
- Recreational facilities
  - Dressing rooms (doors – hardware, the path of travel, bench/seating, showers, washrooms, signage, integrated alarms)
  - Spectator seating (signage, path of travel and lighting, design, views, location)
  - Spectator areas (signage, path of travel, design, views)
  - Ice Surface (entrances, bench design)
  - Ticket and Admissions (counter design, signage, amenities)

**5. Policy Barriers**

- Rules, regulations and protocols that prevent you from doing your job or restrict public participation

**6. Technology Barriers**

- Computers, photocopiers, fax machines, telephones (location, design, features, signage, lighting), switches, inadequate assistive technology

**7. Smoke-Free Barriers**

- To make the Municipality of Trent Hills smoke free for people with breathing disabilities
  - Provincial legislation
  - By-law (Parks)

### **Section 3: Trent Hills Accessibility Advisory Committee**

The Trent Hills Accessibility Advisory Committee was formed and the first meeting was held February 13<sup>th</sup>, 2003. The purpose of the committee is to promote equal opportunity and access for all persons, regardless of needs in order that all persons may participate as fully as possible in all aspects of community life in the Municipality of Trent Hills.

The current Trent Hills Accessibility Advisory Committee By-law is the governance of the Accessibility Advisory Committee.

Pursuant to the Trent Hills Accessibility Advisory Committee By-law, the Committee consists of a Council appointee who acts as the Chairperson, five (5) Members of the Public, and the Mayor as an ex-officio member. Members of the Public who are appointed to the Committee have an active interest in removing barriers for those people with disabilities or are residents of the Municipality who have a disability as defined under the AODA. Primary staff support to the Committee is provided by the Clerk's Office.

**Members of the Accessibility Advisory Committee:**

5 Members of the Public  
1 Council Representative  
Mayor (ex-officio)

**Staff Support:**

Clerk's Office and other staff as required

The Trent Hills Accessibility Advisory Committee By-law establishes the following mandate for the Trent Hills Accessibility Advisory Committee:

- Accessibility Plan
  - To review the Accessibility Plan annually and recommend goals and objectives relating to accessibility issues in the Municipality, for Council consideration.

## Accessibility Plan 2021-2023

---

- Accessibility Improvements – Municipally-owned Facilities
  - To consider requests and/or identify and make recommendations on accessibility improvements to municipally-owned facilities.
- Accessibility Improvement Plan
  - To review applications under the Accessibility Improvement Plan and make recommendations on such applications, for Council consideration.
- Community Improvement Plan
  - To review and comment on Community Improvement Plan applications related to accessibility improvements.
- Request of Chief Building Official
  - At the discretion of the Chief Building Official, the Accessibility Advisory Committee be requested to comment on applicable applications and developments.

The Trent Hills Accessibility Advisory Committee shall endeavor to meet at least twice per year, in April and October.

The Municipality of Trent Hills Procedural By-law shall govern the proceedings and activities of the Trent Hills Accessibility Advisory Committee.

### **Section 4: Communication of Committee Recommendations**

Per the Trent Hills Accessibility Advisory Committee By-law, the Trent Hills Accessibility Advisory Committee acts as an advisory body to Council. All recommendations shall be forward to Council for consideration.

Where a recommendation to Council exists, the forwarding process is done formally through the communication of the Minutes of Accessibility Advisory Committee in an upcoming Council Agenda.

The recommendation is brought forward as a stand-alone item for consideration by Council.

Upon Council's rendering of a decision on the Committee recommendation, the Council recommendation is communicated in a like manner to the Accessibility Advisory Committee.

Council's decision is included on an upcoming Committee Agenda as a stand-alone item to be received for information only.

## **Section 5: Consultation Activities**

### **Consultation Activities**

Per the Trent Hills Accessibility Committee By-law, the Trent Hills Accessibility Advisory Committee shall:

- Review the Accessibility Plan annually and recommend goals and objectives relating to accessibility issues in the Municipality, for Council consideration.
- Consider requests and/or identify and make recommendations on accessibility improvements to municipally-owned facilities.
- Review applications under the Accessibility Improvement Plan and make recommendations on such applications, for Council consideration.
- Review and comment on Community Improvement Plan applications related to accessibility improvements.
- At the discretion of the Chief Building Official, the Accessibility Advisory Committee be requested to comment on applicable applications and developments.

## **Section 6: Accessibility Plan Review**

The Trent Hills Accessibility Plan will be reviewed annually with recommended goals and objectives relating to accessibility issues that will be brought forward for Council consideration.

### **Communication**

Copies of the approved Accessibility Plan will be made available for public access on the Municipality of Trent Hills' website. On request, the Accessibility Plan will also be made available in accessible formats.