



Access Dufferin Agenda

**Monday, April 9, 2018 at 1:00 p.m.
55 Zina Street, Orangeville – Sutton Room**

Declarations of Pecuniary Interest by Members

1. ACCESS DUFFERIN – April 9, 2018 – ITEM #1
Review of Minutes – March 19, 2018 Meeting

Minutes from the March 19, 2018 meeting to be received for information purposes.

2. ACCESS DUFFERIN – April 9, 2018 – ITEM #2
Accessibility Audits for County Owned Buildings

A review of the list of County owned buildings and the accessibility audit checklist.

3. ACCESS DUFFERIN – April 9, 2018 – ITEM #3
Continuing Education – Exercise in Dufferin

A continuing education session regarding Exercise programs in Dufferin County offered by Community Care Access Centre.

Next Meeting

May 14, 2018 at 1:00 p.m.
55 Zina Street, Orangeville – Sutton Room

If you require an accommodation to participate in this meeting, please contact Corporate Services at info@dufferincounty.ca or 519-941-2816 ext. 2500 in advance.



ACCESS DUFFERIN COMMITTEE MINUTES

Monday, March 19, 2018 at 1:00 p.m.

55 Zina Street, Orangeville – Sutton Room

The Committee met at 1:00 p.m. in the Sutton Room, 55 Zina Street, Orangeville

Members Present: Peggy Bond, Chair
Kat Anderson
Walter Benotto
Mike Gravelle (by teleconference)
Anthony Kilmartin
Trevor Lewis
Wayne Sumbler (arrived at 1:02 p.m.)

Members Absent: Karla Foote (prior notice)

Staff Present: Steve Murphy, Accessibility Coordinator
Darrell Keenie, Director of Economic Development, Planning & Culture
Rebecca Whelan, Information Management Coordinator
Michelle Hargrave, Administrative Support Specialist

Peggy Bond called the meeting to order at 1:00 p.m.

Declarations of Pecuniary Interest by Members – None

1. ACCESS DUFFERIN – March 19, 2018 – ITEM #1
Review of Minutes – February 12, 2018 Meeting

The Committee reviewed the minutes from the February 12, 2018 meeting.

Moved by Trevor Lewis, seconded by Kat Anderson

THAT the minutes from the February 12, 2018 meeting be received for information.

-Carried-

Wayne Sumbler arrived at 1:02 p.m.

2. ACCESS DUFFERIN – March 19, 2018 – ITEM #2
Dufferin County Museum & Archives Renovations

Darrell Keenie, Director of Economic Development, Planning and Culture, presented a review of the renovations at the Dufferin County Museum & Archives. He described all the accessibility elements that are included in the design of the third floor renovation, including lighting, smooth flooring, text for labeling and wheelchair accessibility among other things. He also advised the accessible elements inputted during this renovation will be a model for any other improvements made to the Museum.

Beginning in 2019, an audio tour will be available for those that speak another language or are hearing or visually impaired. The Committee is welcome to visit the Museum when renovations are completed in the fall.

Darrell Keenie concluded his presentation and left the meeting at 1:32 p.m.

3. ACCESS DUFFERIN – March 19, 2018 – ITEM #3
Update on Accessibility Awareness Week

Steve Murphy presented an update on the plans for the Accessibility Awareness Week event.

Dufferin County will be hosting a free breakfast education session for local business owners detailing low cost or no cost solutions to make their businesses accessible. There will also be a speaker that Kat Anderson is arranging. Kat Anderson suggested the hiring of persons with special needs and disabilities be a topic as well.

Steve Murphy will release a date for the breakfast event by end of April so the event can be well advertised.

Currently, the towns of Shelburne and Orangeville recognize businesses that are accessible. Walter Benotto recommended that information be sent to the other local municipalities on ways to recognize accessible businesses. The Committee discussed making a kit for local municipalities on how to recognize accessible businesses.

Moved by Wayne Sumbler, Seconded by Mike Gravelle

THAT Access Dufferin research and create an accessibility achievement award kit to share with the local municipalities.

-Carried-

4. ACCESS DUFFERIN – March 19, 2018 – ITEM #6
Continuing Education – Service Animals

Steve Murphy presented a continuing education session regarding service animal regulations. He noted there are no regulations on training, registering or certification of service animals but there are reputable organizations that assist families in finding properly trained animals.

He noted the Dufferin County Service Animal Policy has been circulated to all staff.

OTHER BUSINESS

Rebecca Whelan noted that the recommendation to conduct site visits to County facilities was adopted by Council. At the next meeting, the Committee will set up an action plan to begin the Accessibility Audits.

Steve Murphy advised Dufferin County will have booth space at the upcoming Orangeville Home Show on April 6-8, 2018 and he welcomed Committee members to volunteer. A schedule for Committee members to sign up will be distributed. Information regarding making accessible changes to a home while renovating will be available at the booth including information about the Ontario Renovates program. Walter Benotto noted a builder in the Town of Shelburne is building some Universal Homes and suggested that information on Universal Homes could also be available at the Home Show.

ADJOURNMENT

Moved by Walter Benotto, Seconded by Kat Anderson

THAT the meeting adjourn.

-Carried-

The meeting adjourned at 2:17 p.m.

NEXT MEETING

April 9, 2018 at 1:00 p.m.
55 Zina Street, Orangeville – Sutton Room

Respectfully submitted,

Peggy Bond, Chair
Access Dufferin

ACCESS DUFERIN - Accessibility Audit Checklist

Address: _____ Date: _____

Completed By: _____

Feature	Yes	No	Comments
Signage			
Is there an exterior sign identifying the name and address of the facility?			
Is the sign noticeable as you approach the facility?			
Are the characters on a contrasting background?			
Exterior Route			
Is there a sidewalk leading from the street to the entrance?			
Is there a curb ramp at the sidewalk?			
Is there a level route from outside the exterior door to the interior of the building? If not, is there a ramp or lift to accommodate the change in elevation?			
What is the % of the slope of the ramp? (8.33% or lower is good, 10% or 11% is too steep - use a "smart tool")			
Is the width of the ramp 92 cm or greater?			
Entrance Doors			
Is the clear opening of the entrance door at least 81 cm? (measured from the door stop to the face of the open door)			

Feature	Yes	No	Comments
Does the main entrance door have an automatic door opener?			
Where an exterior door to a vestibule is automatic, is the interior door also equipped with an automatic door opener?			
Parking			
Are there designated accessible parking spaces associated with the facility?			
Is the designated parking space 3.9 m or larger?			
Is the parking space level?			
Is there a vertical sign indicating that the parking space is for vehicles for persons with disabilities? Is there a curb ramp from the parking onto the sidewalk?			
Are accessible parking spaces clearly marked?			
Interior Route			
Are there stairs leading to an area of the building where there is no ramp provided?			
Do all routes of travel meet the minimum 81 cm width requirement?			
Do all interior doorways meet the 81 cm clear opening (measured from door stop to face of door open at 90 degrees)?			
Are all doors equipped with opening devices such as lever handles that are operable by one hand without requiring fine finger control?			
Do all doors have at least 60 cm of unobstructed wall space on the latch side of the doors that PULL open?			

Feature	Yes	No	Comments
Do all doors have at least 30 cm of unobstructed wall space on the latch side of the doors that PUSH open?			
At each point where the headroom is less than 1.98 m, is there a guardrail or barrier to prevent one from hitting one's head?			
Are there protrusions sticking out (more than 10 cm) into the pedestrian route that are at a height of 68 cm or higher?			
Are there protrusions sticking out (more than 10 cm) into the pedestrian route that are at a height of 68 cm or higher?			
Is the flooring slip-resistant?			
Is the floor marked to indicate a change in walking surface? I.e. at the top of stairs & at platform edges?			
Is the height of any counter less than 1 m?			
Is there a Braille information available?			
Is information displayed overhead?			
Is information displayed where close reading can be done?			
Are the characters in a sans serif font, well contrasted and in large print?			
Are tables provided where wheelchairs users can sit (height of 70-81 cm and a depth of 48 cm)?			
Are there a variety of seating options available?			
Can the chairs at the tables move?			

Feature	Yes	No	Comments
Is lighting controlled by motion sensors?			
Are there elevators to access other floors? (If applicable)			
Are all manual controls (light switches, card readers, thermostats, fire alarm pulls, etc) at a height of 90 - 120 cm above the floor?			
Are all manual controls operable with one hand?			
Washrooms			
Are there raised letters or a raised symbol on the washroom door?			
Do all doors have at least 60 cm of unobstructed wall space on the latch side of the doors that PULL open?			
Do all doors have at least 30 cm of unobstructed wall space on the latch side of the doors that PUSH open?			
Does the toilet stall door swing outwards?			
Is the clear opening for the toilet stall door at least 81 cm?			
Is there a grab bar beside the toilet?			
Is there at least 81 cm of clear floor space beside the toilet for a lateral transfer?			
Is the faucet operable with closed fist or automatically controlled?			
What are the height, depth and width of the knee space at the sink?			

Feature	Yes	No	Comments
Telephone			
Is there a telephone available equipped with volume control for people with are hearing impaired?			
Are the buttons on the telephone in a sans serif font, well contrasted and in large print?			
Other			
Are there any other accessibility components of note or interest?			

Signature(s): _____
