

APPENDIX A



The Town of Petrolia is in the process of updating their Accessibility Plan in accordance with the Ontarians with Disabilities Act 2001 and is required to attempt to consult with people with disabilities on an annual basis in regarding accessibility issues in the Town.

To discuss accessibility issues, please contact Scott Gawley, Director of Corporate Services/Treasurer by telephone at 519-882-2350, or by e-mail at sgawley@town.petrolia.on.ca or by visiting the Petrolia Municipal Office at 411 Greenfield Street, Petrolia.

R. Scott Gawley
Director of Community Services/Treasurer



ANNUAL ACCESSIBILITY PLAN 2010

TOWN OF PETROLIA

SUBMITTED TO

**MAYOR JOHN MCCHARLES AND MEMBERS OF COUNCIL
MUNICIPALITY OF THE TOWN OF PETROLIA**

SUBMITTED BY

**R. SCOTT GAWLEY
DIRECTOR OF CORPORATE SERVICES/TREASURER**

UPDATED MARCH 11, 2010



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TOWN OF PETROLIA MUNICIPAL ACCESSIBILITY PLAN

1. INTRODUCTION

1.1 Municipality:

Town of Petrolia
411 Greenfield Street
Petrolia, Ontario
N0N 1R0

- 1.2 People with disabilities represent a growing part of our population. According to Statistics Canada, about 1.9 million Ontarians have disabilities - about 16% of the population. It is estimated that 20% of the population will have disabilities in two decades.

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 to their full participation in the life of the province. The ODA mandates that all municipalities prepare annual accessibility plans.

To this end, the accessibility working group of the Town of Petrolia has prepared this report. Its aim is to describe measures that we took during 2008 and will take in 2009 to identify, remove and prevent barriers to people with disabilities.

1.3 Key Contacts:

Name	Position	Telephone	Fax	Email
Scott Gawley	Director of Corporate Services/Treasurer	(519) 882-2350	519-882-3373	sgawley@town.petrolia.on.ca
Dianne Caryn	C.A.O.	(519) 882-2350	519-882-3373	dcaryn@town.petrolia.on.ca

1.4 Municipal Highlights

The Town of Petrolia was incorporated in 1874 and is located in the County of Lambton. The Town of Petrolia is situated approximately 30km east of the City of Sarnia. The Town has a population of 5,222 people. Petrolia is a small urban community with a vibrant retail sector and strong residential development with services usually found in much larger centres.

The Town Staff consists of a Public Works Department, Water Department, Community Services, C.A.O. and Administrative Staff.

Municipal Council consists of the Mayor and six Councillors, with one Councillor also in the role of as Deputy Mayor. Council meetings are held every other Monday and are open to the public.

2. ACCESSIBILITY WORKING GROUP

- 2.1 The accessibility working group consists of the Manager of Operations, Director of Community Services, Chief Building Inspector, and C.A.O.
- 2.2 All buildings and structures in the municipality will be reviewed annually by the department heads to identify accessibility barriers as well as their operations, policies and procedures.

3. CONSULTATION ACTIVITIES

- 3.1 The target group is the general public.
- 3.2 The following was undertaken to prepare the accessibility plan:
 - Review of legislative and regulatory amendments and any other relevant documentation and local requirements.

4. REVIEW OF PAST ACCESSIBILITY INITIATIVES

- 4.1 The Town of Petrolia revised this Accessibility Plan in December 2006 through consultation with staff members.

Barrier and Type	Location	Strategy Used
COMPLETED 2007/2008		
Physical	Administration Building	Replaced worn carpeting in staff areas; replaced carpet with slate tile in public areas
Policy/Practice	Municipality	Ongoing - Accessibility of Information on Town Website
Physical	Municipality	Leveled earth at dugouts in Greenwood Park and packed at edge

Physical	Municipality	Install amplification equipment in Victoria Hall Council Chambers
Barrier and Type	Location	Strategy Used
COMPLETED 2006/2007		
Policy/Practice	Administration	Completed written policy on recruitment practices giving persons with disabilities equal opportunity
Physical	Municipality	Constructed fully accessible community centre
Physical	Municipality	Demolished outdated outdoor pool
Physical	Municipality	Improved signage at entrance to Town on Oil Heritage Road
Physical	Municipality	Installed wireless internet services in Victoria Hall
COMPLETED 2005/2006		
Physical	Administration	Installed heated access ramp at Victoria Hall (Municipal Office and Theatre)
Physical	Administration	Installed automatic door opener on upper level entrance
Physical	Parks	Purchased and installed hand rail in washroom at Bridgeview Park
Physical	Administration Building	Ongoing – Replacement of worn road and parking signs

5. CURRENT INITIATIVES – 2008/2009

Barrier and Type	Location	Status
Physical	Library	Completed: 2008 Install Lever Handles
Physical	Arena	Completed: 2008 Install Lever Handles
Physical	Arena	Planned in 2009: various upgrades to facility,

		including handicapped access to upper level, washroom upgrades, drinking fountain accessibility, etc.
Policy/Practice - Accessibility of Town Information	Municipality	Ongoing: through Website
Physical	Parks	Planned for 2009: new washroom facilities for Greenwood Park
Policy/Practice – Accessibility for Ontarians with Disabilities Act Staff Training	Municipality	Completed: all employees received required training in accordance with the Act.

6. IDENTIFICATION OF BARRIERS

- 6.1 It is noted that the public works buildings and work areas and the fire hall have not been inspected as part of this report, only the administrative areas where the public would require entrance have been reviewed at this time. Public access means an area where members of the public would meet with administrative staff such as department head or fire chief. It is encouraged that the public would meet with staff at the Municipal Office located at 411 Greenfield Street, Petrolia.
- 6.2 Buildings used by administrative staff and the public for meetings have been site-inspected and the barriers identified.
- 6.3 All future construction/renovations on municipal facilities will comply with the Ontario Building Code requirements.
- 6.4 The review and development of policies and procedures have been initiated and will be an ongoing procedure to provide a barrier free environment for persons with disabilities.
- 6.5 Municipal Office – Victoria Hall

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Chair Lift on Lower Level Entrance	Physical	Removal of lift; install access ramp

6.6 Town Pool

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Pool	Physical	Demolition of pool; construction of community centre with indoor pool and therapy pool

6.7 Greenwood Recreation Centre

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Doorknobs not lever handles	Physical	Lever Handles
Limited access to upper level	Physical	Installation of elevator, chair lift or other device.
Outdated washroom facilities	Physical	Upgrading of washrooms
Drinking fountain not accessible	Physical	Replacement of drinking fountain

6.8 Library (as inspected by County Joint Accessory Advisory Committee)

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Doorknobs not lever handles	Physical	Lever Handles

6.9 Theatre – Victoria Hall

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Information in alternate formats	Policy/Practice	Develop procedures for information available in alternate formats. E.g. programs in larger print or in electronic format, if requested.

6.9 Community Centre

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
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Newly constructed in 2006		
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6.9 Policies and Procedures

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Information in alternate formats	Policy/Practice	Develop procedures for information available in alternate formats. E.g. minutes printed in a 16 point or in electronic format, if requested.
Zoning provisions need to be reviewed to ensure consistency with Accessibility Standards	Policy/Practice	Review and amend Zoning By-law to be consistent with Accessibility Standards

7. 2008/2009 SUMMARY OF ACTIONS AND PRIORITIES

- 7.1 Council will determine which barrier will be addressed in that current year depending on budget constraints, available resources and feasibility.

ACTION	TARGET	ESTIMATED COST
Greenwood Park – New Washroom Facilities	2009	To be determined - quotes will be obtained as per procurement by-law
Greenwood Recreation Center – Upgrades to Facility (including handicapped access to upper level, upgrades to washrooms, wheelchair accessible fountain, etc.)	2009	To be determined - quotes will be obtained as per procurement by-law

8. MONITORING PROCESS

- 8.1 Targets were established based on what is achievable within a 12-month period. Since a Municipality Accessibility Plan is required on an annual basis, reviews will occur mid

year to review progress. Attempts to consult with individuals with disabilities will proceed in the annual re-evaluation of this accessibility plan.

- 8.2 The timing of submission of this report shall coincide and/or precede annual budget discussions if funding is required.

9. ANNUAL REVIEW

- 9.1 A written report shall be supplied annually to Council. This report shall include a review of past year's activities and proposals for the upcoming year. The annual report shall be considered with the annual budget discussions.

10. COMMUNICATION OF PLAN

- 10.1 The Town of Petrolia Accessibility Plan will be a web-enabled document in pdf format that is accessible for all on the Town's website. The Accessibility Plan will also be made available in hard copy format posted at the Petrolia Municipal Office.

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