



PRESENTS THE

2007

ACCESSIBILITY PLAN

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People with disabilities in Ontario.....

People with disabilities represent a significant and growing part of our population.

According to Statistics Canada,

- 1.9 million Ontarians have disabilities
- equating to 16% of the population
- translates into approximately 3,500 people with disabilities in the Township of Scugog.

This figure is expected to increase to 20% of the population by the year 2020, largely due to the increasing age of residents. Disability tends to increase with age. Enhancing the ability of people with disabilities to have equal access to opportunities, live independently and contribute to the community will have positive effects on future prosperity in Ontario....*Thus*

The ***Accessibility for Ontarians Disability Act (AODA), 2005*** received royal assent on June 13, 2005, and is now the law.

While the government is moving forward to implement the new legislation, there will be a transition period during which government and parts of the broader public sector will continue to have planning and other obligations under the Ontarians with Disabilities Act, 2001 (ODA). These obligations will remain in effect until they are repealed and replaced by standards under the new act. The standards are forthcoming and will evolve over the next few years. The *AODA, 2005* will begin to impact all organizations soon.

Under the ODA, Ontario government ministries, municipalities, hospitals, school boards, colleges, universities and public transportation organizations are required to develop annual accessibility plans to make policies, practices, programs, services and buildings more accessible to people with disabilities. All municipalities are accountable to their communities and, as such, must make their accessibility plans available to the public.

This document is the fourth accessibility plan that has been developed by the Township of Scugog, ODA Working Group in association with the Scugog Accessibility Advisory Committee. It highlights achievements of the 2006 plan and outlines commitments for 2007 so that no new barriers are created and over time existing ones are removed.



**MESSAGE
FROM
THE
MAYOR**

It hardly seems possible that this is our fourth report to you on the progress we are making on the Accessibility issues facing our community. I wish to thank the Scugog Accessibility Advisory Committee and our Staff for their hard work over the past three years.

When we embarked on the Plan to continually improve access to our facilities and services, we knew we wanted to raise the awareness of the barriers persons with disabilities face. We also knew that we wanted an inclusive community, which reflects the value we place on all our residents.

I am very pleased with the progress we are making in realizing our objectives. Some of the improvements will take time, while others are more easily dealt with but the end results are the same – continual improvement.

I urge all citizens and businesses to join in this community-wide effort to break-down and prevent barriers in our community.

A complete report on all objectives and action items is also available on the Township website at www.township.scugog.on.ca.

Marilyn Pearce
Mayor, Township of Scugog

TOWNSHIP OF SCUGOG.....Goal and Mandate

The Township of Scugog is currently in the process of accessibility planning and our commitment and goal is:

TO BE A BARRIER FREE MUNICIPAL SERVICE PROVIDER

And our Mandate is:

TO IDENTIFY, REMOVE AND PREVENT BARRIERS TO MUNICIPAL SERVICES AND FACILITIES WITHIN REASONABLE TIME FRAMES.



**The Corporation of the
Township of Scugog
181 Perry Street, Box 780
Port Perry, Ont.
L9L 1A7
(905) 985-7346
www.township.scugog.on.ca**

The Township of Scugog is located approximately 65 kilometres northeast of Toronto. It is situated on and around the shores of beautiful Lake Scugog which is one of Southern Ontario's largest bodies of water. This, combined with the scenic gently rolling countryside, the thriving commercial and business centre of Port Perry and several smaller hamlets, provides for a wide range of lifestyle and business opportunities. The Township of Scugog is one of eight lower tier municipalities forming the Regional Municipality of Durham.

The Township of Scugog's Municipal offices, located in Port Perry, administers such local matters as fire protection, planning and development, local economic development, tax collection, parks and recreation and cultural services, municipal by-laws, library services and the maintenance of over 400 kilometres of roads.

The Township of Scugog Council is comprised of a Mayor, Regional Councillor and five (5) Ward Councillors who are elected for a four year term of office. Both the Mayor and Regional Councillor also sit on the Council for the Regional Municipality of Durham.

CORPORATE VALUES

Honesty and Integrity
Health and well being of Employees
Professionalism
Learning
Service excellence
Fiscal accountability and responsibility
Fairness among staff and ratepayers
Commitment and dedication to public service.

COMMUNITY VALUES

Small “northern” town lifestyle
“Knowing your neighbour”
Agricultural based communities
Downtown Port Perry
Controlled growth
A sense of freedom, but with responsibility
Volunteerism
High levels of environmental concern
Inclusiveness and tolerance

**The Corporation of the Township of Scugog
Scugog Accessibility Advisory Committee
2003-2006**

Chair Councillor Georgia Brock

**Alternate Council
Representative** Regional Councillor
Jim McMillen

Members Mr. Gerald Cochrane
Ms. Edie Corneil
Mr. Larry Doble
Mr. Ron Dudley
Ms. Diana Fletcher
Ms. Samantha Hillis
Ms. Pat Longmuir
Ms. Penny Pettypiece
Ms. Erika van Harten
Mr. Paul Woodcroft

Recording Secretary Mrs. Barbara Condie

Acknowledgement of Past Members Councillor Larry Corrigan
Mrs. Mia Fairley
Mr. Kevin Knight
Mr. Jack Moore
Ms. Linda Parent

The Scugog Accessibility Advisory Committee consists of residents from the Township of Scugog and each member has been appointed by Council for a 3 year term (2003-2006), to act in offering guidance and advice to Council and Township Staff in the development of the Annual Scugog Accessibility Plan. Many hours of service are required in the establishment of the Scugog Accessibility Plan and the Community is very fortunate to have such dedicated individuals come forward to volunteer their time and efforts to ensure **Accessibility for All**.

THE SCUGOG ACCESSIBILITY ADVISORY COMMITTEE'S

VISION

**SCUGOG TOWNSHIP WILL COMMIT TO BE A
WELCOMING AND INCLUSIVE COMMUNITY
BY EMBRACING ACCESSIBILITY AND OPPORTUNITY FOR ALL**

MISSION

**THE SCUGOG ACCESSIBILITY ADVISORY COMMITTEE WILL
WORK IN PARTNERSHIP WITH THE COMMUNITY TO IDENTIFY AND
ELIMINATE BARRIERS FOR PEOPLE WITH DISABILITIES.**



From the Desk of
Georgia Brock, Councillor Ward 5
Phone: (905) 985-3156
E-mail: gbrock@scugog.ca

Date: December 2006

**Re: Scugog Accessibility Advisory Committee,
Accessibility Plan 2007**

Dear Citizens of Scugog,

It is my privilege to Chair this Committee.

During the past year we emphasized Communication and Education with the distribution of our brochure. We feel we have begun the big task of raising awareness to make Scugog a more accessible community.

The Committee is a cohesive group, and all are dedicated to furthering the concept and realities of accessibility throughout the Township for persons with disabilities.

Sincerely,

Georgia Brock
Councillor Ward 5

Accessibility Planning

Accessibility for Ontarians with Disabilities Act, 2005 (AODA)

The purpose of the AODA is to improve access and opportunities for people with disabilities. It provides for their involvement in identifying, removing and preventing barriers so they can fully participate in the life of the Province. The definition of disability is extensive and follows that of Human Rights legislation. (See Appendix A)

This current Act builds on the requirements of the Ontarians with Disabilities Act, 2001. Two major requirements that remain from that earlier legislation are that municipalities with a population greater than 10,000 shall establish an Accessibility Advisory Committee and that all municipalities shall develop **annual** accessibility plans and make them public. This is the Township of Scugog's fourth annual plan.

Accessibility Advisory Committee

The Scugog Accessibility Advisory Committee (SAAC) is an integral part of the Township's accessibility planning process. During 2006 members of the committee were very active providing advice on proposed site plans in an attempt to reduce barriers.

The Committee has dedicated much time to the development of educational pieces that will prove useful in 2007 as the committee attends various venues throughout the Township stressing the importance of planning for an accessible community.

Staff Working Group

Representatives from each department form the staff working group which is responsible for providing guidance and advice to departments as they implement accessibility initiatives. They also provide support to the Accessibility Advisory Committee when specific knowledge or technical expertise is required.

Plan Format

During 2006 the Staff Working Group realized that planning for accessibility and implementing initiatives should be presented from a corporate focus as compared to a departmental organization. Consequently, it was decided to arrange the Accessibility Plan according to the types of barriers that may be encountered rather than by department as has been the practice in the past. The chart made available by the Ministry of Citizenship provided the basis for organizing the Plan. (See Appendix B)

The Township of Scugog's accessibility planning is coordinated through the office of the Chief Administrative Officer.

The first part of the Plan (pages 13-25) reports on corporate initiatives. It is organized in three sections:

- Status of Items Identified in 2006 – reports on progress made on the barriers which appeared in last years Accessibility Plan
- Barrier Review for 2007 – identifies areas that will be looked at to determine any barriers that currently exist
- Barrier Identified for Removal in 2007 – describes the previously identified barrier that has been targeted for removal during 2007.

Status of Items Identified in 2006

What physical/architectural Barrier was identified for Removal?	Removal Status
<i>Lack of sidewalks</i>	Constructed several new sections of sidewalk in 2006 (Simcoe, Church, and Old Scugog).
<i>Sidewalk maintenance</i>	Repaired or replaced several sections of deficient sidewalk (Simcoe, Church, Mary, Old Scugog, and Victoria).
<i>Condition of the paved surfaces</i>	Rehabilitated several sections of road. Ensured developers placed pavement in new development areas.
<i>Snow blocking sight lines and storm drains</i>	Continued snow clearing program where feasible.
<i>Low hanging tree limbs on roadways, intersections and over sidewalks</i>	Continued trimming and brushing program.
<i>Font size on street signs</i>	No Action. This item has been added to the 2007 list.
<i>Accessible entry to Reflection Park</i>	Completed new ramp access to Park
<i>Accessible Trails</i>	Accessible Boardwalk completed at Rotary Environmental Park
<i>Entry to Blackstock Recreational Complex</i>	Accessible entry to Community Centre and Arena Facilities completed
<i>Scout Hall closure – inaccessible and considered dangerous for Public Use</i>	Through a partnership with the Scouting Group, the Hall has been renovated, made accessible and has been reopened for public use

Physical/Architectural

<p>What areas will be reviewed to identify physical/architectural barriers for people with disabilities?</p>	<p>What method will you use to identify the barrier?</p>	<p>Resources Required</p>
<p><i>Development Application Review</i></p>	<ul style="list-style-type: none"> ▪ Develop a policy and guidelines to implement a site plan checklist to ensure issues of accessibility are identified and addressed on site plan applications. ▪ Have regard for the Canadian Standard Association (CSA) Standard B651-04 <i>Accessible Design for the Built Environment</i> where applicable (see staff report PLAN-2006-30). ▪ Review changes to the Ontario Building Code for new regulations related to accessibility. 	<p>Human</p>
<p><i>Sidewalk Guidelines</i></p>	<ul style="list-style-type: none"> ▪ Review and update existing design standards. 	<p>Human (if completed by staff); Financial (if completed by others)</p>

Physical/Architectural Continued...

What areas will be reviewed to identify physical/architectural barriers for people with disabilities?	What method will you use to identify the barrier?	Resources Required
<i>Sign By-law</i>	<ul style="list-style-type: none"> ▪ Review Sign By-law. 	Human
<i>Disabled Parking</i>	<ul style="list-style-type: none"> ▪ Review the availability of disabled parking spaces. 	Human
<i>Work Plan for Accessibility will be consistent with the recommendations arising from the Master Plan</i>	<ul style="list-style-type: none"> ▪ Pending completion and approval of the Parks, Recreation and Culture Strategic Master Plan 	Human/ Financial

Barrier Review for 2007

Informational/Communicational

What areas will be reviewed to identify physical/architectural barriers for people with disabilities?	What method will you use to identify the barrier?	Resources Required
<i>Township Web Site</i>	<ul style="list-style-type: none"> ▪ Redesign Web Site in conjunction with the I.T. Master Plan Development 	Human/Financial
<i>Printed documents, reports, handouts, publications not accessible to individuals with physical/visual disabilities</i>	<ul style="list-style-type: none"> ▪ Communicate with staff to make such publications available in multiple formats ▪ Review material developed against accessibility standards developed in conjunction with the AAC and Staff Working Group 	Human
<i>Letters to clients and the public</i>	<ul style="list-style-type: none"> ▪ Review for simple language 	Human

Barrier Review for 2007

Policy/Practice

What areas will be reviewed to identify physical/architectural barriers for people with disabilities?	What method will you use to identify the barrier?	Resources Required
<i>Fire evacuation policy- Ensure that people with different types of disabilities are accommodated</i>	<ul style="list-style-type: none"> ▪ Work with Staff Working Group to confirm process and to ensure that each Department is aware and equipped to implement the process ▪ Communicate with the representative fire marshal to raise awareness and ensure that a notification policy is in place for persons that require special arrangements to be made 	Human
<i>Hiring Policies</i>	<ul style="list-style-type: none"> ▪ Human Resources to review current policies to identify any existing barriers 	Human
<i>New policies will be reviewed in their development stage to ensure that accessibility issues are addressed</i>	<ul style="list-style-type: none"> ▪ Review by Corporate Sector ▪ If necessary send to the AAC for their input and review 	Human

Barrier Identified for Removal in 2007

Physical/Architectural

Barrier identified		<i>Poor Condition of Sidewalks (not including snow clearing)</i>
Type of barrier		Physical
What will be gained by removing or preventing this barrier?		Fewer trip hazards, with the ultimate goal of no trip hazards. Easier and better sidewalk cleaning and snow clearing operations.
Means to prevent/remove the Barrier		Alleviate trip ledges by “lifting” settled sections. Grind or patch trip ledges where lifting approach is not an option. Remove and replace cracked sections. Monitor and inventory sidewalk repair needs.
Indicators of success		Smooth sidewalks. Easy access. No incidents.
Resources required (human and/or financial)		Financial.
Timing	Short term vs. Long term	Ongoing
	Priority	High
Department responsible (if Applicable)		Planning and Public Works

Barrier Identified for Removal in 2007

Physical/Architectural - continued

Barrier identified		<i>Snowbanks blocking access to sidewalks from disabled parking spaces.</i>
Type of barrier		Physical
What will be gained by removing or preventing this barrier?		Increased mobility. Decreased chance of personal injury and liability.
Means to prevent/remove the Barrier		Instruct snow removal operators to specifically target accessible parking spaces in addition to their regular duties.
Indicators of success		Increased accessibility during the winter months.
Resources required (human and/or financial)		Human and financial.
Timing	Short term vs. Long term	Short-term for implementation.
	Priority	High
Department responsible (if Applicable)		Planning and Public Works

Barrier Identified for Removal in 2007

Physical/Architectural - continued

Barrier identified		<i>Sidewalk Accessibility to the Community Centre and Library</i>
Type of barrier		All
What will be gained by removing or preventing this barrier?		Better access to facilities.
Means to prevent/remove the Barrier		Construct sidewalks
Indicators of success		Easier mobility.
Resources required (human and/or financial)		Financial
Timing	Short term vs. Long term	On-going
	Priority	Low
Department responsible (if Applicable)		Planning and Public Works

Barrier Identified for Removal in 2007

Physical/Architectural - continued

Barrier identified		<i>Outdated Sidewalk Inventory</i>
Type of barrier		All
What will be gained by removing or preventing this barrier?		Enable the identification of areas that need improvement (curb ramps, sidewalk improvements, connectivity, etc.)
Means to prevent/remove the Barrier		Update the existing sidewalk inventory and maintain regularly.
Indicators of success		Reduced number of areas that require improvements.
Resources required (human and/or financial)		Human and Financial
Timing	Short term vs. Long term	Short-term
	Priority	Medium
Department responsible (if Applicable)		Planning and Public Works

Barrier Identified for Removal in 2007

Physical/Architectural - continued

Barrier identified		<i>Work with Durham Region Transit to Improve the Transit Stop at Curts and Water Street.</i>
Type of barrier		Physical
What will be gained by removing or preventing this barrier?		Increased awareness of public transit in Scugog. Recognizable as transit stop. Provide shelter and seating.
Means to prevent/remove the Barrier		Communicate concerns to the Region regarding improvements to the transit stop.
Indicators of success		Improvements made to transit stop.
Resources required (human and/or financial)		Human
Timing	Short term vs. Long term	No control of timing – Regional issue.
	Priority	Low
Department responsible (if Applicable)		Planning and Public Works

Barrier Identified for Removal in 2007

Informational/Communicational

Barrier identified		<i>Lack of accessibility to Corporate Internet Site</i>
Type of barrier		Sensory – visual
What will be gained by removing or preventing this barrier?		Improved access to corporate information resources
Means to prevent/remove the Barrier		Redesign corporate website in conjunction with I.T. Master Plan Development
Indicators of success		Re-launch of accessible website
Resources required (human and/or financial)		Human and Financial
Timing	Short Term	Short Term
	Medium	Medium
Department responsible (if Applicable)		IT Department Corporate Services

Barrier Identified for Removal in 2007

Informational/Communicational Continued...

Barrier identified		<i>Promotional/Communication Material</i>
Type of barrier		Communicational
What will be gained by removing or preventing this barrier?		Increase access to individuals with disabilities to various department programs and services
Means to prevent/remove the Barrier		Review of promotional material and communications
Indicators of success		Increased percentage of material that meets accessibility standards
Resources required (human and/or financial)		Human
Timing	Short term vs. Long term	Intermediate
	Priority	Medium
Department responsible (if Applicable)		Administration – various departments

Barrier Identified for Removal in 2007

Informational/Communicational Continued...

Barrier identified		<i>Readability of correspondence</i>
Type of barrier		Communicational
What will be gained by removing or preventing this barrier?		Successful communication with external customers
Means to prevent/remove the Barrier		Correspondence template to be amended to larger, standardized font size Corporate policy to use Arial 14 point font to be re-enforced
Indicators of success		Confirmation with customers and absence of complaints
Resources required (human and/or financial)		Human
Timing	Short term vs. Long term	Short term
	Priority	High
Department responsible (if Applicable)		All Departments

THE JOINT WORKPLAN COMMITMENT

Members of the Township Staff Working Group and the Scugog Accessibility Advisory Committee will meet a minimum of 2 times annually and/or as often as deemed necessary to ensure that commitments to remove barriers are being achieved in a timely manner and to discuss barriers to be considered for future endeavours in keeping with the commitment of the Township.

TO BE A BARRIER FREE MUNICIPAL SERVICE PROVIDER

Glossary of Key Terms and Definitions

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).

Barrier Identification Process

Any process or methodology used to determine what barriers exist, where barriers exist and other information. Examples of a barrier identification process may include surveys, audits or customer feedback.

Disability Means:

- (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, 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)

Types of disability and functional limitations

A person's disability may make it physically or cognitive hard to perform everyday tasks. Listed below are different kinds of disabilities and the effects of these limitations on an individual's ability to perform everyday tasks.

1. Physical

Physical disabilities include minor difficulties moving or coordinating a part of the body, muscle weakness, tremors and in extreme cases, paralysis in one or more parts of the body. Physical disabilities can be congenital, such as Muscular Dystrophy; or acquired, such as tendonitis.

Physical disabilities affect an individual's ability to

- Perform manual tasks, such as hold a pen, grip and turn a key, type on a keyboard, click a mouse button, and twist a doorknob
- Control the speed of one's movements
- Coordinate one's movements
- Move rapidly
- Experience balance and orientation
- Move one's arms or legs fully, e.g. , climb stairs
- Move around independently, e.g., walk any distance, easily get into or out of a car, stand for an extended period
- Reach, pull, push or manipulate objects
- Have strength or endurance

2. Sensory

Hearing

Hearing loss includes problems distinguishing certain frequencies, sounds or words, ringing in the ears and total (profound) deafness. A person who is deaf, deafened or hard-of-hearing may be unable to use a public telephone, understand speech in noisy environments, or pronounce words clearly enough to be understood by strangers.

Speech

Speech disability is a partial or total loss of the ability to speak. Typical voice disorders include problems with

- Pronunciation
- Pitch and loudness
- Hoarseness or breathiness
- Stuttering or slurring

Vision

Vision disabilities range from slightly reduced visual acuity to total blindness.

A person with reduced visual acuity may have trouble reading street signs, recognizing faces, or judging distances. They might find it difficult to manoeuvre, especially in an unfamiliar place. He or she may have a very narrow field of vision, be unable to differentiate colours, have difficulties navigating or seeing at night, or require bright lights to read. Most people who are legally blind have some vision.

Deaf-blind

Deaf-blindness is a combination of hearing and vision loss. It results in significant difficulties accessing information and performing activities of daily living. Deaf-blind disabilities interfere with communication, learning, orientation and mobility.

Smell

Smell disability is the inability to sense, or a hypersensitivity to, odours, scents or chemicals or may be unable to identify dangerous gases, smoke, fumes and spoiled food.

Taste

Taste disability limits the ability to experience the four primary taste sensations: sweetness, bitterness, saltiness and sourness. A person with a taste disability may be unable to identify ingredients in food, spoiled food, or noxious substances.

Touch

Touch disability alters the ability to sense surfaces and their texture or quality, including temperature, vibration and pressure. Touching sensations may be heightened, limited, absent (numbness), or may cause pain or burning. A person with a touch disability may be unable to detect (or be insensitive to) heat, cold or changing temperatures. Alternatively, a person with a touch disability may be hypersensitive to sound, physical vibrations, or heated surfaces or air.

3. Cognitive

Intellectual

An intellectual disability affects an individual's ability to think and reason. The disability may be caused by genetic factors (e.g., Downs Syndrome), exposure to environmental toxins (as in Fetal Alcohol Syndrome), brain trauma and psychiatric conditions.

A person with an intellectual disability may have difficulty with

- Language: understanding and using spoken or written information
- Concepts: understanding cause and effect
- Perception: taking in and responding to sensory information
- Memory: retrieving and recognizing information from short- or long-term memory
- Recognizing problems, problem solving and reasoning

Mental Health

There are three main kinds of mental health disabilities:

- Anxiety: a state of heightened nervousness or fear related to stress
- Mood: sadness or depression
- Behavioural: being disorganized; making false statements or inappropriate comments; telling distorted or exaggerated stories

People with mental health disabilities may seem edgy or irritated; act aggressively; exhibit blunt behaviour; be perceived as being pushy or abrupt; start laughing or get angry for no apparent reason.

Appendix A - continued

Learning

Learning disabilities are disorders that affect verbal and non-verbal information acquisition, retention, understanding, processing, organization and use. People with learning disabilities have average or above-average intelligence, but take in information, retain it, and express knowledge in different ways. Learning disabilities affect reading comprehension and speed; spelling; the mechanics of writing; manual dexterity; math computation; problem solving; processing speed; the ability to organize space and manage time; and orientation and wayfinding.

4. Other

Disabilities result from other conditions, accidents, illnesses, and diseases, including ALS (Lou Gehrig disease), asthma, diabetes, cancer, HIV/AIDS, environmental sensitivities, seizure disorders, heart disease, stroke, and joint replacement.

Taken from: A Guide to Annual Accessibility Planning

Types of Barriers

Barrier Type	Example
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 manager who talks loudly when addressing a deaf employee
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 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

Taken from: A Guide to Annual Accessibility Planning

ACCESSIBILITY PLAN



**THE CORPORATION OF THE
TOWNSHIP OF SCUGOG
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www.township.scugog.on.ca