

## Township of Assiginack

### Multi-Year Accessibility Plan 2025–2030

#### 1. Purpose

The Township of Assiginack is committed to providing accessible goods, services, and facilities to all residents and visitors, including people with disabilities. This Multi-Year Accessibility Plan outlines the Township’s strategy for preventing and removing barriers and meeting the requirements of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and its regulations.

#### 2. General Requirements

##### 2.1 Accessibility Policy

Compliance Date: JUNE 2025

Status: COMPLETE

Ongoing Actions (2025–2030): The Accessibility Policy will be reviewed annually and updated as required to ensure compliance with legislative changes and to reflect best practices. Staff will continue to receive training on the policy upon hire and as updates occur.

##### 2.2 Multi-Year Accessibility Plan

Compliance Date: JULY 2025

Status: COMPLETE

Ongoing Actions (2025–2030): This plan will be updated every five years and reviewed annually to monitor progress and ensure actions are implemented.

##### 2.3 Procuring or Acquiring Goods, Services, or Facilities

Compliance Date: June 2025

Status: COMPLETE

Ongoing Actions (2025–2030): Accessibility criteria will be incorporated into all procurement processes. Where it is not practicable to do so, an explanation will be provided.

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**2.4 Self-Service Kiosks**

Compliance Date: June 2025

Status: COMPLETE

Ongoing Actions (2025–2030): Accessibility features will be considered when designing, procuring, or acquiring self-service kiosks.

**2.5 Training**

Compliance Date: JULY 2025

Status: COMPLETE

Ongoing Actions (2025–2030): Training will be provided to all employees, volunteers, and others providing goods, services, or facilities on behalf of the Township. Training will include:

- AODA and the Integrated Accessibility Standards Regulation (IASR)
- Ontario Human Rights Code as it pertains to people with disabilities
- Interaction and communication with people with various disabilities

Training will occur upon hire and be refreshed as policies or legislation are updated.

**3. Information and Communications Standard**

**3.1 Emergency Procedures and Plans**

Compliance Date: JUNE 9, 2025(COMPLETED)

Status: COMPLETE

Ongoing Actions (2025–2030): Emergency information will continue to be available in accessible formats upon request.

**3.2 Feedback**

Compliance Date: JUNE 2025

Status: COMPLETE

Ongoing Actions (2025–2030): The Township will continue to ensure that feedback processes are accessible and provide accessible formats and communication supports upon request.

**3.3 Accessible Formats and Communication Supports**

Compliance Date: JUNE 2025

Status: COMPLETE

Ongoing Actions (2025–2030): Upon request, accessible formats and communication supports will be provided in a timely manner and at no additional cost.

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**3.4 Accessible Websites and Web Content**

Compliance Date: JULY 2025

Status: COMPLETE

Ongoing Actions (2025–2030): All new websites and web content will comply with WCAG 2.0 Level AA.

**4. Employment Standard**

**4.1 Recruitment**

Compliance Date: JUNE 2025

Status: COMPLETE

Ongoing Actions (2025–2030): The Township will notify applicants about accommodation in the recruitment process and provide accommodations as required.

**4.2 Information for Employees**

Compliance Date: JULY 2025

Status: COMPLETE

Ongoing Actions (2025–2030): Employees will continue to be informed of policies supporting employees with disabilities.

**4.3 Workplace Emergency Response Information**

Compliance Date: JUNE 2025

Status: COMPLETE

Ongoing Actions (2025–2030): Individualized emergency response information will be provided as required.

**5. Design of Public Spaces Standard**

Compliance Date: JUNE 2025

Status: ONGOING

Ongoing Actions (2025–2030): The Township will ensure that newly constructed or redeveloped public spaces comply with AODA standards, including:

- Recreational trails and beach access routes
- Outdoor public use eating areas
- Outdoor play spaces
- Accessible parking
- Obtaining services (service counters, fixed queuing guides, waiting areas)

## **6. Transportation Standard**

Where applicable, the Township will ensure accessibility standards are met for transportation services.

## **7. Procedures for Preventative and Emergency Maintenance**

Procedures for preventative and emergency maintenance of the accessible elements in public spaces and procedures for dealing with temporary disruptions are as follows:

The public works department and appropriate personnel will be responsible for developing maintenance schedules to keep all accessible elements in good working order.

When accessible elements required are not in working order, and issues are detected, a work order will be placed to take corrective actions with the appropriate contractor to correct any defects.

Office administration will be responsible for posting any information on disruptions to service including duration of time expected, and alternate accessibility that is available. Notice will be on our news alert system through our website and hard copies will be placed in conspicuous locations.

## **8. Review and Monitoring and Upcoming Initiatives**

The Township of Assiginack will review and update this Multi-Year Accessibility Plan every five years. Progress reports will be prepared annually and made available to the public in an accessible format upon request.

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<b>BARRIER</b>	<b>TYPE</b>	<b>STRATEGY</b>	<b>STATUS</b>
<b>1.0 Marina</b>			
1.1 No ramp access from ground to launch docks	Physical	Construct new ramp	Marina operations under review
1.2 Ramps to docks are too steep for wheelchair access	Architectural	Construct longer ramp	Marina operations under review
1.3 Space limitations within dock office for wheelchair access	Physical	Increase dock office size	Space is now closed
1.4 Entrance door too heavy and no accessibility button	Physical	Install accessible buttons	ONGOING (funding applied for)
<b>2.0 Assiginack Medical and Dental Clinic</b>			
2.1 No lower access button on entrance door	Physical	Install accessible buttons	ONGOING
2.2 Some narrow door frames	Physical	Redesign entrances, install wider doors	COMPLETE
2.3 Designated parking not painted	Physical	Paint disabled parking area with reflective paint	COMPLETE
<b>3.0 Assiginack Community</b>			

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<b>Centre (Arena)</b>			
3.1 No Lower access buttons	Physical	Install accessible button	COMPLETE
3.2 upstairs not accessible	physical	Install lift or elevator	ONGOING
3.3 Washrooms not wheelchair accessible	Physical	Redesign washrooms to incorporate accessibility	COMPLETE
<b>4.0 Municipal Office</b>			
4.1 No lower access buttons at entrances	Physical	Install buttons	COMPLETE
4.2 Not enough designated parking areas	Physical	Policy. Introducing more designated parking spots	COMPLETE
4.3 entrance barrier makes it difficult for hearing	Communication	Install a speaker system	COMPLETE
<b>5.0 Library</b>			
5.1 More Designated parking required	Physical	Install more designated	COMPLETE
6.0 Norisle and Heritage Area			NORISLE WAS REMOVED FROM THE MUNICIPALITY
6.1 Only stair access	Architectural		CLOSED
6.2 Washrooms are not accessible	Architectural		CLOSED

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<b>7.0 Post Office and Bank Building</b>			<b>SOLD ASSET</b>
7.1 entrance buttons needed	Physical	Install button	completed
<b>8.0 Assiginack Museum</b>			
8.1 No lower access buttons at the front door.	Physical	Install lower access buttons at the entrance	INCOMPLETE
8.2 Outbuildings are not wheelchair friendly	Architectural	Redesign entrances and install wider doors for access	INCOMPLETE as buildings are historic and nature.
8.3 Walkways are not level	Physical	Install new sidewalks	INCOMPLETE (funding applied for)
<b>9.0 Fire Hall and Public Works Garage</b>			
9.1 Washrooms are limited in space and do not have hand railings	Physical	New fire hall to be built	INCOMPLETE (subject to funding)
9.2 Only stair access to the upper floor	Physical		
<b>10.0 Streets</b>			
10.1 Few designated parking spaces		Mark more spots	SPOTS ADDED, ONGOING MAINTENANCE
10.2 Spaces not clearly marked	Communication	Signage required, mark spaces	COMPLETED
10.3	Physical	Cut sidewalks ramps at	COMPLETED

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		elevated locations	