



The Township of Pickle Lake Accessibility Plan 2016-2021

**The Township of Pickle Lake
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The Township of Pickle Lake's Accessibility Plan for 2016-21 period. It outlines the steps that the organization will take to comply with Ontario's Accessibility laws, improve opportunities for people with disabilities by preventing and removing accessibility barriers.

Statement of Commitment

The Township of Pickle Lake is committed to encouraging all people in a way that allows them to maintain their dignity and independence. We believe in integration and equal opportunity. We are committed to meeting the needs of people with disabilities in a timely manner, and will do so by preventing and removing barriers to accessibility and meeting accessibility requirements under the Accessibility for Ontarians with Disabilities Act.

Accessible Emergency Information

The Township of Pickle Lake is committed to providing residents and customers with publicly available emergency information in an accessible way upon request, and on our website. We will also provide employees who may have disabilities with individualized emergency response information when necessary.

Training

The Township of Pickle Lake will provide training to employees, volunteers and other staff members on Ontario's Accessibility laws as it relates to people with disabilities. Training will be provided in a way that best suits the duties of employees, volunteers and other staff members.

The Township of Pickle Lake will ensure employees are provided with the training needed to meet Ontario's Accessibility laws by;

- Providing training for all new employees in a timely manner- in accordance with the Township's Accessibility Policy.
- Ensure that completion certificates are available for all Accessibility Training provided.

The Township of Pickle Lake will take the following steps to ensure employees are provided with the training needed to meet Ontario's Accessibility laws;

- Provide Accessibility Refresher Training for employees.
- Provide Accessibility Refresher Information updates, when available, to all employees.

Information and Communication

The Township of Pickle Lake is committed to meeting the communication needs of people with disabilities. We will consult with people with disabilities to determine their information and communication needs, as per their individual requests.

The Township of Pickle Lake will take the following steps to ensure that existing feedback processes are accessible to people with disabilities.

- Provide public notices at the Municipal Office and on the Municipal Website on the availability of accessibility options
- Post the Accessibility Policy and Accessibility Plan on the Municipal Website, and make it available at the Municipal Office.
- Train employees on the process to provide documents in accessible formats.

The Township of Pickle Lake will take the following steps to make sure all publicly available information is made accessible upon request.

- Train employees on the process to provide documents in accessible formats
- Post documents on the Township's website www.picklelake.ca to WCAG 2.0, Level AA Standards.

The Township of Pickle Lake will take the following steps to make the website and content to conform to WCAG 2.0, Level AA

- Procure the necessary equipment and/ or supplies to ensure that employees are able to maintain the website and post content in accordance with the WCAG 2.0, Level AA Standard
- Continue to monitor the WCAG 2.0, Level AA Standard to ensure that any changes are considered in the Township of Pickle Lake website development.

NOTE: WCAG 2.0, is an internationally accepted standard for web accessibility developed by the World Wide Web Consortium (W3C), an international team of experts. WCAG 2.0 sets out guidelines for organizations to follow to make their websites more accessible for people with disabilities. The guidelines cover things like writing web content in clear language, providing alternate text for images and making sure someone can navigate your website with just a keyboard. Each guideline has three levels of accessibility: A, AA and AAA. Level AAA is the highest accessibility. Following these guidelines should make it easier for everyone to access your website and content, including people without disabilities.

Employment

The Township of Pickle Lake is committed to fair and accessible employment practices. We will take the following steps to notify the public and staff that, when requested, we will accommodate individuals with disabilities during the hiring process.

- Wording stating the Township of Pickle Lake is committed to accessible employment practices will be included in all job postings.

- Supervisors will be provided training on the importance of accommodating individuals with disabilities during the hiring process.
- Accessible job recruitment opportunities will be provided such as accessible interview formats.

The Township of Pickle Lake will develop individual accommodation plans for employees that have identified a disability and return-to-work policies for employees that have been absent due to a disability on a case-to-case basis. These plans will outline;

- The accommodations that will be provided
- How the employer will help the employee(s) stay safe in an emergency
- Accessible formats and communications supports that the employee(s) need.

The plans will remain private to the greatest extent possible, while recognizing that the Township, in coordination with the employee, will need to implement the plan within Municipal operations which are primarily public workplaces.

Design of Public Spaces

The Township of Pickle Lake will meet the Accessibility Standards for the Design of Public Spaces during new construction or when making major modifications to public spaces. Public Spaces include;

- Outdoor public areas like rest stops or picnic areas
- Outdoor play spaces
- Outdoor Paths of travel, like ramps, stair and rest areas
- Accessible off street parking
- Service-related elements like service counters, and access to public buildings.

Review

The Township of Pickle Lake

- Will review and update the Accessibility Plan every 5 years
- Will make the Accessibility Plan available to the public on the Municipal Website and at the Municipal Office. These documents will be provided in accessible formats.
- Update will be available to the public on the Municipal Website and at the Municipal Office

For More Information

For more information on this Accessibility Plan, please Contact:

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