

Draft - Report Card - Accessibility Plan

Covering progress up to March 2025



Means - has been completed



Means - in progress



Means - not started



Means - ongoing









Built Environment






<i>Action item</i>	<i>Status</i>	<i>Fiscal Year to be started</i>	<i>notes - issues/challenges</i>
Undertake an accessibility audit of the Lloyd E. Matheson Centre and East Hants Aquatic Centre		2024/25	Council has committed \$30,000 to complete the Accessibility Audit of the Lloyd E. Matheson Centre, East Hants Sportsplex and the Aquatic Centre.
Undertake an accessibility audit of the East Hants Aquatic Centre and consider whether to pursue the Rick Hanson Foundation Accessibility Certification		2024/25	This is currently being undertaken.

Undertake and prioritize an accessibility audit of municipal tourism properties - Burntcoat Head Park and Fundy Tidal Interpretive Centre	✕	Not yet planned	Challenges with staff resources has impacted this action item. This is a lower priority than audits on other properties.
Undertake an Accessibility Audit of the Waste Management Centre	✕	Not yet planned	Challenges with staff resources has impacted this action item.
Continue to build accessible playgrounds and walkways	↻	No defined date/ongoing	Installed 3 playgrounds with accessible surfacing in 2023 and a fully accessible spinner at Shubenacadie.
Locate pedestrian buttons or light controls over areas which are accessible	↻	No defined date/ongoing	
Identify where doorways could be widened and automatic power door buttons or sliding doors could be provided at the public access for municipal buildings and municipal public washrooms	⌚	2024/25	Concerns raised from users of the LEMC regarding public washrooms. Plans to add automatic door openers. Accessibility audit will identify other doorways which need addressing.
Consider auditory and visual pedestrian features at signalized intersections.	↻	No defined date/ongoing	
Investigate access to the picnic facilities at Burntcoat Head Park for accessibility options.	✕	Not yet planned	Accessibility will be a challenge at Burntcoat due to the topography, should complete the Accessibility Audit first.
Consider adding accessible parking requirement to the Land Use Bylaw where it is not required under the Building Code	✓	2022/23	This was added to the amendments to Land Use Bylaw which was approved in 2023.
Consider accessibility when preparing a Municipal Housing Strategy	✓	2024/25	Report presented to Housing Working Group regarding Accessibility and Housing.




Review accessible parking provision at Burntcoat Head Park and Fundy Tidal Interpretive Centre	✓	2021/22	Accessible Parking signs added at the FTIC and Burntcoat.
Investigate how to identify quick bathroom access points	✗	Not yet planned	
Investigate and identify barriers for persons with a sensory disability	✗	Not yet planned	
Fully accessible playground in 10 years	✗	2024/25	Plans for a playground with accessible elements and surfacing to be constructed in 2025.
Undertake an accessibility audit on municipally owned buildings that are leased by community groups	✗	Identified as 'Other Priorities' in Plan	
Promote the Province's Business ACCESS-Ability Grant Program to the East Hants business community	↻	No defined date/ongoing	On going promotion as part of business support service and marketing efforts.
Promote the Province's Community Access-Ability Program to local community groups.	↻	No defined date/ongoing	
Promote marked crosswalks in high traffic areas to increase pedestrian safety.	↻	Identified as 'Other Priorities' in Plan	









Employment

Action item	Status	Fiscal Year to be started	notes - issues/challenges
Conduct a formal review of municipality owned facilities with respect to barriers to employment		2023/24	Should fall in line with the accessibility audits of various facilities.
Develop an Accommodation Policy		2022/23	Research completed, policy in development for 2025.
Establish a centralized Accommodation fund		2022/23	Created in 2023 in HR General, and is standard part of budget go-forward.
Provide training for Managers on accommodation and supporting candidates or employees who request accommodation		2023/24	Under review
Employee Engagement Survey will contain questions around Accessibility		2022/23	Second survey was completed in November 2024, built on to accessibility questions from Survey 2022 and added additional questions around EDI.
Provide training for all staff on inclusiveness and diversity		2022/23	Respect in the Workplace rolled out 2024, will occur for new staff and all every 2 years. Overview of accessibility February 2023 (Lisa Snyder). EDI Committee reviewing options on Unconscious Bias.
Develop an understanding of assistive technologies for the workplace		2022/23	On-going learning. Have signed a contract with a translation service for ASL as needed. Connected with AMANS specialists for support.
Build relationships with community groups that work with or support people with disabilities for discussion around barriers to employment		No defined date/ongoing	On-going; doesn't have end date. Currently working with CCOA on joint strategies.

Review workplace emergency response plans with respect to physical barriers.		No defined date/ongoing	On-going - added as lens in part of annual review.
Review recruitment and selection process for barriers		2022/23	All job postings include an accessibility contact for support. Job Descriptions being moved into an accessible template.
Review performance management and career progression processes for barriers		2023/24	
Investigate strategies for non-traditional forms of recruitment		2023/24	Work underway, job descriptions being updated to accessible template
Research implementing a Voluntary Self-Identification Questionnaire		2023/24	Being reviewed as part of the work being done on the NS Dismantling Racism and Hate Act.

Information and Communications

<i>Action item</i>	<i>Status</i>	<i>Fiscal Year to be started</i>	<i>notes - issues/challenges</i>
Ensure the new easthants.ca website is in compliance with WCAG 2.0 Level A		2022/23	New website launched in January 2024.
Inventory forms used internally and externally and assess level of accessibility		Not yet planned	large undertaking - creating accessible documents training has been provided.
Staff will be trained on the creation of accessible documents and plain language writing		2022/23	Training undertaken in February 2023 on content and word. Further training may be identified pending resources.

Continue to provide staff with resources on the staff intranet and provide accessibility awareness training		2023/24	Some accessibility awareness training has been provided. Plan should be created to provide new staff an introduction to accessibility awareness.
Produce a style guide to assist staff in writing using plain language and at Grade 8 reading level		2023/24	A style guide has been started as part of the brand manual update. It will incorporate some accessibility aspects.
Provide more services online so that residents with mobility issues can access services virtually		No defined date/ongoing	
Wayfinding signage review		Not yet planned	
Turn forms into accessible documents		Not yet planned	This is waiting the completion of the brand standards manual update.
Investigate improving existing grant programs or establishing a new grant program to enable community meeting spaces and/ or comfort centres to enhance accessibility		2022/23	Diversity and inclusion policy passed which outlines a need for policy review with respect to inclusion. Not yet reviewed grant program.
Provide information on the municipal website of municipal buildings, trails and parks which are accessible. For example, the EZLaunch Dock at the Wickwire Station Park.		2022/23	Currently being worked on. Plan to be completed before Spring 2025.
Where appropriate, provide information on the municipal website of other parks and trails which are accessible but are owned by other organizations.		Not yet planned	May be added to 'outdoor fun map'

Services

<i>Action item</i>	<i>Status</i>	<i>Fiscal Year to be started</i>	<i>notes - issues/challenges</i>
In process of developing an inclusion framework that reduces the barriers for individuals with disabilities to participate in recreation and leisure programs in East Hants	✓	2021/22	approved by council in March 2022
Train and hire staff who are responsible for delivering programming to persons with disabilities.	✓	2021/22	One Recreation Inclusion Staff was hired in 2022. In 2023, all Summer Recreation staff were trained to provide inclusion programming.
Where appropriate, include an accessibility lens/impact analysis in reports to Council	✗	Identified as 'Other Priorities' in Plan	

Transportation

<i>Action item</i>	<i>Status</i>	<i>Fiscal Year to be started</i>	<i>notes - issues/challenges</i>
Review the current business plan for a fixed route transit service within the corridor area of the municipality	✓	2022/23	Update to business plan has been reviewed by Council.
Continue to support the East Hants & Area Community Rider so that persons of all abilities have access to transportation throughout the municipality	↻	No defined date/ongoing	Grant increase in 2022 from \$15,000 to \$50,000

Updates since November 2023

Built Environment

- In 2024 Council committed \$30,000 to be used in combination to cover the cost of internal staff and/or an external contractor to complete this work on several municipal buildings. The process of auditing the buildings has begun with the Aquatic Centre first.
- East Hants Sportsplex is under municipal ownership and this building will be included in the accessibility audits.
- Concerns were raised from users of the LEMC regarding the doors on the public washrooms. Plans to replace with automatic door openers.
- Report has presented to Municipal Housing Working Group regarding Accessibility and Housing.
- Plans are being developed for an accessible playground in the municipality - to be constructed in 2025.

Employment

- Research on an accommodation policy has been completed. The policy is in development for 2025.

- Second Employment Engagement Survey was completed in November 2024- this built on to accessibility questions from previous survey.
- Respect in workplace training was rolled out in 2024. Equity, Diversity and Inclusion Committee are reviewing options on Unconscious Bias.
- All job postings include an accessibility contact for support. Job descriptions are being moved into an accessible template.
- A voluntary self-identification questionnaire is being reviewed.

Information and Communications

- New website launched in January 2024 - in compliance with WCAG 2.0 Level A.
- Mapping application being worked on to provide the public with information on what parks, trails, etc. have accessible elements - plan for this to be completed by Spring 2025.

Transportation

- Update to business plan for a fixed route transit service has been reviewed by Council.

Promoting Accessibility Awareness

- The national AccessAbility week was recognized in May 2024 which included an event at the East Hants Sportsplex, social media promotion on the public facing side but also on the staff workplace site.