

Report Card - Accessibility Plan
 Covering progress up to November 2023



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 | | 2023/24 | Manager of Recreation & Aquatics and Senior Building Official have met to discuss. There have been challenges with staff resources to complete this. |
| Undertake an accessibility audit of the East Hants Aquatic Centre and consider whether to pursue the Rick Hanson Foundation Accessibility Certification | | 2023/24 | Same as above - challenges with staff resources. Aiming to complete this before the aquatic centre is reopened. |

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| Undertake and prioritize an accessibility audit of municipal tourism properties - Burntcoat Head Park and Fundy Tidal Interpretive Centre |  | Not yet planned | Same as above - challenges with staff resources. |
| Undertake an Accessibility Audit of the Waste Management Centre |  | Not yet planned | Manager of Solid Waste has been in contact regarding this and has requested the audit be undertaken. |
| 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 |  | Not yet planned | accessibility audit will identify doorways which could be widened etc. |
| 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 |  | 2023/24 | Housing Strategy project has started. |

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| 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 |  | Not yet planned | The goal is to install this in the Clayton or Armco or FH developments. Many accessible elements in new Shubenacadie park. |
| 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 | Identified in the Highway 214 streetscape concept design. |






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 | |
| Establish a centralized Accommodation fund |  | 2022/23 | Budgeted annual amount probably not enough, will review 2023/24 budget. |
| Provide training for Managers on accommodation and supporting candidates or employees who request accommodation |  | 2023/24 | |
| Employee Engagement Survey will contain questions around Accessibility |  | 2022/23 | |
| Provide training for all staff on inclusiveness and diversity |  | 2022/23 | |
| 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. |
| Build relationships with community groups that work with or support people with disabilities for discussion around barriers to employment |  | 2022/23 | On-going; doesn't have end date. Currently working with CCOA on joint strategies. |
| Review workplace emergency response plans with respect to physical barriers. |  | 2022/23 | no end date - 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. |


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| Review performance management and career progression processes for barriers | ✘ | 2023/24 | |
| Investigate strategies for non-traditional forms of recruitment | ✘ | 2023/24 | |
| Research implementing a Voluntary Self-Identification Questionnaire | ✘ | 2023/24 | |



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 will launch in January 2024. |
| Inventory forms used internally and externally and assess level of accessibility | ✘ | Not yet planned | huge 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 | |



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| Wayfinding signage review |  | Not yet planned | |
| Turn forms into accessible documents |  | Not yet planned | This is waiting the completion of the brand standards manual and style guide 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. These policies will be reviewed. |
| 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 | To be included in website redesign |
| 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

| Action item | Status | Fiscal Year to be started | notes - issues/challenges |
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| 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 |

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| 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. In Summer 2022, 8 weeks of summer programming was offered and 11 inclusion participants were provided one on one. All East Hants participants that requested spots were provided at least one week of camp. |
| 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 | RFQ proposal for Transit Business Plan update received. Funding request sent to Joint Regional Transportation Agency (JRTA). |
| 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 February 2023

The following updates are based on information provided to the Accessibility Coordinator from the Accessibility Implementation Group. The following have all been incorporated into the above.

Built Environment

- Manager of Recreation & Aquatics and Senior Building Official have met to discuss the audit of the LEMC and the Rick Hanson Certification Assessment of the Aquatic Centre.
- Requirement for accessible parking, where it is not required under the Building Code, was added into the recent Land Use Bylaw update.
- The Manager of Solid Waste has requested an Accessibility Audit of the Waste Management Centre.
- An accessible spinner installed in Shubenacadie River Park playground in 2023.
- Installed 3 playgrounds with accessible surfacing in 2023.

Information and Communications

- New website will launch in January 2024.
- Training to create accessible documents was completed in Spring 2023.
- Some accessibility awareness training has been provided to some staff.
- A Style Guide has been started as part of the brand manual update. This will include some accessibility aspects.
- Turning forms into accessible documents is awaiting the completion of the Brand Standards Manual and Style Guide.

Transportation

- RFQ received for Transit Business Plan update.

Promoting Accessibility Awareness

- The national AccessAbility week was recognized in May 2023 which included social media promotion on the public facing side but also on the staff workplace site.