

ACCESSIBILITY POLICY 2026

Statement of organizational commitment

The Municipality of Magnetawan is committed to ensuring equal access and participation for people with disabilities. We are committed to treating people with disabilities in a way that allows them to maintain their dignity and independence. We believe in integration, and we are committed to meeting the needs of people with disabilities in a timely manner. We will do so by removing and preventing barriers to accessibility and meeting our accessibility requirements under the Accessibility for Ontarians with Disabilities Act and Ontario's accessibility laws.

Training

We are committed to training staff and volunteers in Ontario's accessibility laws and aspects of the Ontario Human Rights Code that relate to people with disabilities. We will train our employees and volunteers regarding accessibility as it relates to their specific roles.

Procurement

We will incorporate accessibility criteria and features when procuring or acquiring goods, services or facilities, including self-serve kiosks. If it is not possible and practical to do so, we will provide an explanation upon request.

Self-service kiosks

We will incorporate accessibility features and/or consider accessibility for people with disabilities when designing, procuring or acquiring self-service kiosks.

Information and communications

The Municipality is additionally committed to ensuring accessibility for persons with disabilities. Upon request, the Municipality will provide or arrange for the provision of accessible formats and communication supports for persons with disabilities in a timely manner that takes into account the person's accessibility needs due to disability. These provisions will be provided at a cost no more than the regular cost if a fee is applicable. The Municipality will consult with the person making the request to determine the suitability of an accessible format or communication support. This commitment applies to the feedback process as well as to all municipal policies, procedures, and other publicly available information.

We will communicate with people with disabilities in ways that consider their disability. When asked, we will provide information about our organization and its services, including public safety information, in accessible formats or with communication supports.

We will also meet internationally recognized Web Content Accessibility Guidelines (WCAG) 2.0 Level AA website requirements in accordance with Ontario's accessibility laws. Documents required under AODA are available upon request in accessible formats and communication supports.

Employment

We will notify employees, potential hires and the public that accommodation can be made during recruitment and hiring.

We will notify staff that support is available for those with disabilities. We will put in place a process to develop individual accommodation plans for employees.

Where needed, we will also provide customized emergency information to help an employee with a disability during an emergency.

Our performance management, career development and redeployment processes will consider the accessibility needs of all employees.

Design of Public Spaces

We will meet accessibility laws when building or making major changes to public spaces. Public spaces include:

- Recreational trails/beach access routes
- Outdoor public eating areas like rest stops or picnic areas
- Outdoor play spaces, like playgrounds in provincial parks and local communities
- Outdoor paths of travel, like sidewalks, ramps, stairs, curb ramps, rest areas and accessible pedestrian signals
- Accessible off-street parking
- Accessible on-street parking
- Service-related elements like service counters, fixed queuing lines and waiting areas

We will put procedures in place to prevent service disruptions to the accessible parts of our public spaces.

Maintenance and Temporary Disruptions

The Municipality of Magnetawan will follow procedures for both preventative and emergency maintenance of accessible public spaces. This includes accessible features such as sidewalks, curb ramps, accessible parking, pedestrian signals, and public seating areas. These procedures will be reviewed regularly and will be implemented as part of the Municipality's ongoing public works and facilities operations.⁸

In the event of a temporary disruption to accessible elements, the Municipality will provide public notice. Notices will include information on the reason for the disruption, its anticipated duration, and a description of available alternatives, if any.

Review

We will complete a review of our yearly progress, and any findings of shortcomings will be noted in this document and will include needed rectification. The Municipality will continue to file accessibility compliance report with the Province as required under the AODA.

Changes to existing policies

Upon notification of an existing policy that does not respect and promote the dignity and independence of people with disabilities, we will modify that policy or remove it from our policies and practices.

Signed: Kerstin Vroom

Kerstin Vroom, CMO, Dipl.M.A.

CAO/Clerk

January 1, 2026

