

THE CORPORATION OF THE TOWNSHIP OF TERRACE BAY		
<b>SUBJECT:</b> Township of Terrace Bay Accessibility Policy	<b>Schedule:</b> C-3-32	Page 1 of 2

**Statement of organizational commitment**

The Corporation of the Township of Terrace Bay 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 persons with disabilities.

We will train our employees and volunteers on accessibility as it relates to their specific roles.

**Procurement**

Note: Under the law, only Public sector organizations have this requirement.

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

**Self-service Kiosks**

Note: Public sector organizations must incorporate accessibility features. And private and non-profit organizations must have regard for accessibility in this requirement.

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

**Information and Communications**

We will communicate with people with disabilities in ways that take into account 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.

**Employment**

Approved by:		Approval Date: 2018/09/04	Amended:
--------------	--	------------------------------	----------

<b>THE CORPORATION OF THE TOWNSHIP OF TERRACE BAY</b>		
<b>SUBJECT:</b> Township of Terrace Bay Accessibility Policy	<b>Schedule:</b> C-3-32	Page 2 of 2

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

We will notify staff that supports are 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 take into account the accessibility needs of all employees. Note: This only applies to organizations that already have these processes in place.

**Changes to Existing Policies**

We will modify or remove an existing policy that does not respect and promote the dignity and independence of people with disabilities.

Approved by:		Approval Date: 2018/09/04	Amended:
--------------	--	------------------------------	----------