

2026-2031

Multi-Year Accessibility Plan



The Natural Place to Be

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Introduction

Seguin Township's 2026-2031 Multi-Year Accessibility Plan outlines the policies, achievements and actions that Seguin Township has put in place to remove barriers and improve opportunities for people with disabilities. The Plan details the Township's approach to building an inclusive organization for all who live, work, and visit Seguin Township. This is the Township's third multi-year plan, and it provides action items to support the Township's commitment to removing barriers for people with disabilities.

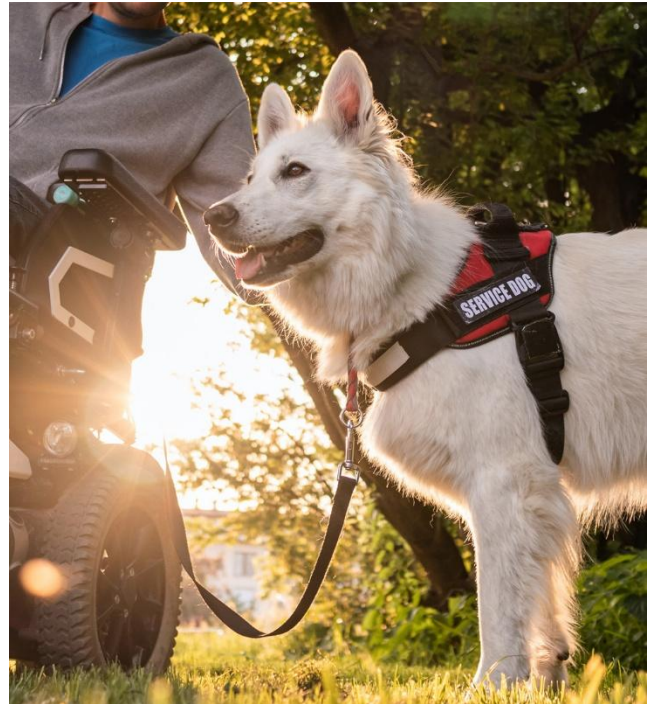


Seguin Township's Commitment

Seguin is committed to providing quality services and facilities that are accessible to all people the Township serves. The Township will continue to work with the community and allocate appropriate resources toward the elimination of accessibility barriers in customer service, information and communication, employment, and the design of public spaces. The Township is committed to meeting the requirements of applicable legislation, including the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. This commitment extends to residents, employees, visitors, and other stakeholders with visible and non-visible disabilities.

The Township will continue to make efforts to ensure that its policies and practices are consistent with the following principles:

- People with disabilities must have equal opportunity to obtain, use, or benefit from the Township's goods and services, which will be provided in a manner that respects their dignity and independence.
- The Township will prevent and remove barriers that block access to people with disabilities.
- The Township will communicate with a person with a disability in a manner that considers their needs and abilities.
- People with disabilities may make use of an assistive device, service animal, and/or a support person to access information, goods, and services.
- The Township will continue to meet the requirements for consultation with persons with disabilities as established under various sections of the Integrated Accessibility Standards Regulation.



Legislation

Accessibility for Ontarians with Disabilities Act, 2005

The Accessibility for Ontarians with Disabilities Act, 2005 (AODA), became law on June 13, 2005. The purpose of this legislation is to identify, remove, and prevent barriers for people with disabilities. The AODA applies to all levels of government, nonprofits, and private-sector businesses in Ontario that have one or more employees.

O.Reg. 191/11: Integrated Accessibility Standards Regulation

The AODA provides guidelines under the Integrated Accessibility Standards Regulation (IASR) for the development of an accessible Ontario by 2025 with mandatory standards of the following:

- Customer Service Standards
- Information and Communication Standards
- Employment Standards
- Transportation Standards

- Design of Public Spaces Standards
- The general requirements surrounding the five standards consist of the development and enactment of an accessibility policy, accessibility plan, and training for employees and volunteers.

Ontario's Human Rights Code

In addition to complying with the AODA and the IASR, the Township has a duty to accommodate under the Ontario Building Code and Ontario's Human Rights Code. Under the Ontario Human Rights Code, everyone has the right to freedom from discrimination and harassment based on seventeen (17) protected grounds, including disability. The purpose of the Code is to provide equal rights and opportunities without discrimination and to create a "climate of understanding and mutual respect for the dignity and worth of each person so that each person feels a part of the community and the province."



Seguin Township's Past Accessibility Accomplishments

General Requirement Successes:

- Accessibility policies have been established to reflect the Township's commitment to achieving the Accessible Customer Service Standard and Integrated Standards Regulation.
- A multi-year accessibility plan has been created to identify, remove and prevent existing barriers for people with disabilities.

- Accessibility features, services, and facilities are more inclusive to people with disabilities.
- All Township employees, including contracts and summer students, are trained in the requirements of the IASR and the relevant portions of the Ontario Human Rights Code. This requirement is ongoing and forms part of the list of mandated training that must be completed when starting work at Seguin Township.
- All Seguin Library employees and board members are trained in the requirements of the ISAR and the relevant portions of the Ontario Human Rights Code.



Customer Service Standard Successes:

- Continued awareness of the Accessible Customer Service Standard ensuring that all residents and visitors with disabilities are treated with respect, dignity, inclusion and independence and are welcome at all facilities and municipal programs.
- Improvements in day-to-day procedures incorporating accessibility in various departments. Staff are better equipped to assist customers with disabilities with resources that are available to them.
- Established processes for feedback and Notice of Service Disruptions.
- Emergency procedures, plans and public safety information are provided in an accessible format or with communication supports upon request.
- Distinguishes pets from service animals allowing access into Township facilities, property and programs.
- Maintaining access to an accessible service counter at the municipal office.
- Installation of accessible public/staff circulation desks at all Seguin Library branches.
- Ensuring accessible documents are uploaded to the Township's website.
- Implementing measures to ensure all voters and candidates had an equal opportunity to participate in the 2022 Municipal Election.
- Implementing an updated recruitment system to provide a greater scope of accessibility for job applicants.



- Continuing to implement and document return-to-work processes. Supporting employees who have been absent due to non-occupational or occupational illness/injury (Sick Leave, and WSIB Return to Work Procedure).
- Creating accessible job postings and informing applicants that accommodation is available upon request during all recruitment stages.

Information and Communications Standard Successes:

- Roles and responsibilities introduced to Seguin staff for the provision of accessible formats and communication supports. Training in creating accessible documents provided.
- Introduced staff to the use of plain language in writing whenever possible, to limit potential barriers in information sharing.
- Committed to ensure website accessibility for persons with disabilities. The 2017 Seguin website update incorporated Web Content Accessibility Guidelines (WCAG) 2.0, Level AA.

Employment Standard Successes:

- Employment practices are more accessible through recruitment, employees returning to work, employee accommodation, communication supports, performance management, and career development.

Design of Public Spaces Standard Successes:

- Building Department ensures compliance with the Design of Public Spaces Standard and all accessibility requirements in the Building Code Act, 1992.
- Accessible elements including trails, signage, playgrounds, furniture, etc. are inspected as per CSA guidelines.
- Successful renovation of the Foley Agricultural Hall to the fully accessible Foley Community Hall and Resource Centre.
- Enabling Accessibility Project funding for the Rosseau Waterfront (2016) provided accessible playground elements, accessible picnic tables, accessible beach mat (mobi mat) and barrier free washroom doors.
- Successful Rosseau Memorial Hall renovation (2017) included the installation of an elevator to provide barrier free access in addition to an outdoor cement ramp leading to the lower-level automated door.



- Continuing to enhance the accessibility of new and redeveloped parks and playgrounds.
- Installation of accessible swing set at the Rosseau Field House.
- Installation of accessible computer desks in the Seguin Public libraries.

Moving Forward: 2026-2031

Seguin Township's Multi-Year Accessibility Plan

Seguin Township continues to be proactive in identifying, removing and preventing barriers to ensure that everyone can participate fully in a diverse and growing community. The five-year accessibility plan consists of new and continuous initiatives that will help the Township's commitment to providing an inclusive Township for all residents, visitors, and employees. The objective of this plan is to allow all members of the public to fully engage and participate in Township services, programs, and facilities in a manner that promotes independence and dignity.



Please note that the projects listed in this multi-year accessibility plan are dependent on the Township's annual budget allocation.

General Requirements

Purpose

In addition to the five (5) specific standards established by the IASR, General requirements ensure that governance, reporting, and training are provided and completed within the organization.

Projects

- Revise and update Seguin Township's Accessibility Policy. (2026)
- Renew and enhance mandatory accessible customer service training.
- Ensure volunteers and committee members complete the necessary training.
- Provide annual status reports and post them to the Township's website.
- Ensure all purchases include an accessibility lens in acquiring, procuring, and design.
- Promote National AccessAbility Week on an annual basis.
- Improve and uphold accessibility guidelines and tools to support legislative compliance.
- Provide training for staff to incorporate an equity and accessibility perspective in all Township initiatives and projects.

Outcome

To ensure accountability is distributed at all levels of the organization and to monitor the accessibility progress listed in the Multi Year Accessibility Plan as well as provide support for employees to establish a culture of inclusivity and accessibility where all are welcome.

Customer Service Standards

Projects

- Ensure all voters and candidates have an equal opportunity to engage in the 2026 Municipal Election.
- Continue to assess Township programs and services to guarantee accessible and equitable participation for all members who participate and are interested in joining.

Outcome

To ensure employees are trained and equipped to provide accessible customer service and ensure all members of the public receive the service they require in an efficient and timely manner.

Information and Communication Standards

Projects

- Ensure the Township's updated website is in compliance with the Web Content Accessible Guidelines (WCAG 2.0 Level AA).

- Monitor and correct website content for accessibility.
- Develop and provide training on website accessibility to all employees who update and publish documents to the Township's website.
- Conduct regular audits of the Township's website to ensure digital accessibility.
- Continue to train staff in creating accessible documents.
- Explore options to improve the accessibility of Council committee meetings ensuring the communication that is being released from Council meetings is accessible to all members of the public.

Outcome

To ensure all methods of communication are delivered in a timely and accessible manner to all Township staff and members of the public.

Employment Standards

Projects

- Explore a new learning platform that can be used for virtual training for new employee orientation, Health and Safety, employee development, AODA, and other legislative compliance training.
- Provide training in "Managing Bias Hiring" to all directors and supervisors, developing an equitable and inclusive lens during all recruitment stages.
- Provide training on inclusive workplace accommodation practices for management and staff.
- Continue to update all Human Resources (HR) policies as per accessibility standards.
- Digitize all paper employee files to integrate them into a secure electronic employee file records system.
- Ensure all Health and Safety Forms and Policies are accessibility compliant.



Outcome

To ensure clear, consistent, and equitable practices are applied regarding recruitment, accommodation, employment, and policies and procedures.

Transportation Standards

Projects

While Seguin Township does not have a public transportation system in place, the Township will continue to investigate the need for on-demand accessible transportation services in the community and the potential partnerships required to provide it.

Design of Public Spaces Standards (Accessibility Standards for Built Environment)

Projects

- Conduct an accessibility audit of the Rose Point Trail and complete any necessary improvements to meet the standards of a fully accessible trail.
- Redevelop play structures at the following locations: Rosseau Waterfront Park, Foley Matheson Beach, First Lake Beach, and Horseshoe Lake Ball Diamond.
- Install accessible parking spaces at the Rosseau Waterfront. Current spaces do not meet AODA requirements.
- Conduct an accessibility audit of all Township facilities and renovate any barriers that are identified through the audit.
- Complete the renovation of the Rosseau Memorial Hall incorporating accessibility standards and gender-neutral, accessible restrooms.
- Complete the Parks, Recreation and Culture Master Plan including accessible elements in all new or updated designs and play spaces.
- Continue to conduct sidewalk repairs, specifically leveling sidewalks that require accessibility improvements to meet AODA standards.

Outcome

To improve the accessibility of Township facilities and public spaces for all members of the public. This will involve applying an inclusive lens into the initial stages of the design, and the renovation of indoor and outdoor facilities.

Conclusion

Seguin Township is committed to meeting the initiatives of multi-year accessibility plan and will continue to identify, prevent, and remove accessibility barriers. The Township will continue to monitor and report the progress and results of the Multi-Year Accessibility Plan through annual status updates and compliance reports that are sent



to the province every two years. These reports will be available on the Township's website.

Accessibility Plan Feedback

Seguin Township is committed to providing accessible customer service to all citizens. Comments and feedback regarding the Multi-Year Accessibility Plan are welcome. Assistance may be provided in an alternate format or necessary communications support.

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