# A blue and gold text Description automatically generatedAccessibility Plan

## Rural Municipality of Elton

## Date of first approval:

November 14, 2023 – Resolution No. 2023-222

## Date updated:

November 14, 2023

## Years Applicable:

January 1, 2024 - December 31, 2025

## Contact Person:

Jennifer Sutherland, Administrative Assistant

## Contact Information:

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**Facebook:** [www.facebook.com/RMofElton](http://www.facebook.com/RMofElton)

## Purpose of this Plan

This plan communicates the Municipalities commitment to ensuring inclusive access and participation within the facilities, services and programs that are within the Municipalities jurisdiction and realm of influence for all people who live, work, or visit the Municipality. It also is to provide an overview of the policies, procedures and efforts to deliver on this commitment and defines a plan of action to continue to address barriers that disable people in polices, practices and procedures.

## How this Plan was Developed

Development of this plan included the following:

1. Gathering information for all service areas about updates and actions identified in the previous Accessibility Plan.
2. New barriers that have been identified through public consultations, delivery of services, and interaction with community members.
3. Revising the Accessibility Plan format to enhance the overall readability and screen reader compatibility, and to present the content under headings that reflect ways in which the community members interact with the Municipality.

## Statement of Commitment

As a local government agency, the Rural Municipality of Elton takes pride in keeping current with the evolving needs and interests of the broader population and is committed to maintaining accessible communities.

In 2013 the Province of Manitoba announced The Accessibilities for Manitobans Act which requires all public sector organizations to develop and implement plans to enhance accessibility in five areas:

* Customer Service
* Employment
* Information and Communications
* Built Environment
* Transportation

These standards give us a systematic guide by which to review current practices and consult with our community.

Guided by a team made up of one (1) Councilor and one (1) Administrative Assistant this project us underway.

*The Rural Municipality of Elton is committed to ensuring equal access and participation for all people regardless of their abilities. We are committed to treating people in a way that allows them to maintain their dignity and independence. We believe in inclusion.*

## Organizational Overview

Formed under the authority of the Province of Manitoba, the Rural Municipality of Elton is responsible for the delivery of local services, facilities, safety and infrastructure for residents within its boundaries including:

* Water and Sewer (Sewer for Forrest Residents only)
* Roads
* Garbage and Recycling
* Fire Protection and Emergency Measures Services
* Collection of Municipal and School Taxes
* Municipal Elections
* Other Government Services (Planning, Economic Development, Traffic, Animal Control, etc.)

## Achievements

1. We inform the public, our Council & employees that information is available in accessible formats or through communication supports on request and do not impose a fee or cost on the person making the request.
2. Council and Staff consider accessibility when making or changing current programs, services, and public facilities.
3. Decluttered all hallways and corridors within the Elton Municipal Office to ensure they are free from obstruction.
4. Provided suitable seating in the front entrance of the Municipal Office
5. Revamped the Municipal Website to make it more accessible.
6. Created Accessibility Standards Policy No. 71-2019,
7. All staff completed a self-assessment form, to develop individualized emergency response information to meet their needs in an emergency.

## Policies

Decorative

Policy No. 71-2019 Accessibility Standards:

Whereas the Rural Municipality of Elton (Elton) is committed to complying with the Accessibility Standard for Customer Service under The Accessibility for Manitobans Act. Our policies, practices and measures reflect the principles of dignity, independence, integration, and equal opportunity for people with disabilities. If a barrier to accessing our goods or services cannot be removed, we seek to provide alternate ways to access the goods or services. The following policy statements, organizational practices and measures are intended to meet the requirements of the Accessibility Standard for Customer Service. This policy applies to all Council Members, Ratepayers & Employees.

The Accessibility Standards Policy can be found at: <https://elton.ca/p/policies>

## Actions

### Action 1: Customer Service Standard Regulation & The Accessibility for Manitobans Act

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| --- | --- |
| **Additional Information:** | Have everyone that works/volunteers within the Municipality complete the online training in the Customer Standard Regulation and The Accessibility for Manitobans Act at http://www.accessibilitymb.ca/online-training.html |

### Action 2: Identify, Prevent and Remove Barriers

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| --- | --- |
| **Additional Information:** | Consider accessibility when making new or changing current programs services and public facilities. |

### Action 3: Written Correspondence

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| **Additional Information:** | Ensure that all written correspondence (letters, newsletter, etc.) is provided in a minimum font size of 12pt. |

# Additional Contact information

If you have any questions about compliance or wish to receive resources, as well as copies of accessibility plans of other small municipalities, please contact the Accessibility Compliance Secretariat:

## Accessibility Compliance Secretariat

Second Floor – 114 Garry Street

Winnipeg, MB R3C 1G1

Phone: 204-792-0263

Email: [AccessibilityCompliance@gov.mb.ca](mailto:AccessibilityCompliance@gov.mb.ca)

## Manitoba Accessibility Office

630 - 240 Graham Avenue

Winnipeg, Manitoba R3C OJ7

Phone: 204-945-7613

Toll free: 1-800-282-8069, ext. 7613

Email: [MAO@gov.mb.ca](mailto:MAO@gov.mb.ca)

Website: [www.AccessibilityMB.ca](http://www.AccessibilityMB.ca)

**This document is available in alternative formats upon request.**

Should you require an alternative format please contact the RM of Elton Office at 204-728-7834 or [info@elton.ca](file:///C:\Users\JenniferSutherland\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\R5QV2EKR\info@elton.ca)