

The Municipality of Brenda-Waskada 2023-2025 Accessibility Plan



This document is available in an accessible form upon request. By phone at (204) 673-2401: Via email at office@brendawaskada.ca . If you have any questions regarding the Accessible Employment Standard Regulation and its requirements, please call (204) 792-0263 or email accessibilitycompliance@gov.mb.ca

Municipality of Brenda – Waskada

33 Railway Avenue, Waskada, MB R0M 2E0

Date of Approval – December 2023

Date Updated – October 2023

Years applicable – December 1, 2023 - December 31, 2025

Contact Person – Diane Woodworth, CAO

Achievements –

- The Municipality of Brenda-Waskada is applying the accessibility standards of customer service daily at the office. The Municipal staff uses multiple methods of communicate with ratepayers including written, oral, and taking the time to explain things. The staff has taken measures to assist by writing out cheques, enlarging maps, and explaining processes.
- Municipal staff have taken steps to respond to residents' concerns and direct feedback to authorized personnel.
- The Municipality has assistive devices such as wheelchair ramps at their entrances, extra wide doors for bathrooms and entranceways, curb cut outs for wheelchair access, painted curbs for depth perception, wide handle-levers on sinks, and magnifiers for visual enhancement.
- The Municipality welcomes service animals and personnel advocates in the office.
- The Municipality has features such as automatic doors at many of our municipal buildings.
- The Municipality uses appropriate signage to notify the public when a feature is unavailable. The Municipality gives alternatives to access the goods and services to make it available.
- Feedback to the Municipality is documented and presented to Council. Information that is required is reported promptly with a detailed explanation.
- Municipal staff and Council has been briefed on accessibility and the training that is required.
- The Municipality offers accommodations to new staff employees.
- The Municipality offers safety training and reviews the policy with new personnel about their rights.
- The Municipality supports persons who require assistance by removing barriers and accommodating where possible.
- Resources are available to staff members in various formats to accommodate and remove any potential barriers.
- Management and staff training is available to comply with provincial standards on accessibility and employment legislation.
- The Municipality is developing individualized emergency response information plan for employees who require assistance.

- The Municipality is developing an individualized workplace accommodation policy.
- That accommodation training is provided to any staff who manages or supervises employees, has human resource responsibilities, or has a role in the development or implementation of the municipality's employment policies.

Policies and Practices-

The Municipality of Brenda-Waskada has an Accessibility Policy. The purpose of this policy is to establish a framework to guide the review and development of other policies, standards, procedures, By-laws of the Municipality of Brenda-Waskada to comply with the standards developed under The Accessibility for Manitobans Act. Council and Municipal staff will continue to review Municipal By-Laws and Policies to identify barriers that may be present for people with disabilities. Municipal staff and volunteers continue to use best practices to identify barriers and improve communication between the public and employees.

Actions –

See chart below for further description.

Program/Service	Description & Delivery/Access	Barriers identified	Proposed Solutions	Implementation Strategy	Proposed Implementation
Municipal Office 33 Railway Avenue, Waskada, MB	-administrative office, meeting space, correspondence	-front reception desk design is not accessible for customers in wheelchairs or mobility deficits as there are stairs at the front door.	Wheelchair ramp at rear of office -payments can be made online -staff can accept payments outside office door. -outdoor municipal mailbox for payments.	Implement ways rate payers can make alternate arrangements for payment.	Educate public on methods of payment for tax accounts receivable, and utility accounts. Prepared municipal tax inserts are included with annual property tax invoices. Completed in 2020.
	Public washrooms are accessible to all individuals.	Lacks lever style handles for doors and sink.	Install Levers for sink handles and levers for office doors.	Implement accessories to accommodate people of all (dis)abilities.	Install accessories to accommodate all individuals. Completed in 2022.
Rural Municipal Shop 102 Third Street, Waskada, MB	Staff awareness and training.	Signage of workplace health and safety for new employee. Restricted access to the public.	Operator, appointed as a safety officer for the Municipality and its employees.	Signage available for staff training and awareness.	Ongoing staff awareness and training opportunities to communicate to the public and employees. Signage completed 2022.
Urban Municipal Shop 50 Souris Street, Medora, MB	Staff awareness and training.	Signage of workplace health and safety for new employee.	Operator, appointed as a safety officer for the Municipality	Signage available for staff training and awareness.	Ongoing staff awareness and training opportunities to

<p>Waskada Truck Fill 78 Park Street, Waskada, MB</p>	<p>Restricted access to inside the building. The public uses the outside component as a water truck fill site for commercial and domestic use.</p>	<p>Restricted access to the public.</p> <p>Ongoing seasonal conditions impact outside use such as ground freezing around building lot. -lacks signage to assist with navigation of facility and usage directions.</p>	<p>and its employees.</p> <p>Municipal staff aware of the weather impacts.</p>	<p>Signage available for staff and public use.</p>	<p>communicate to the public and employees. Signage completed in 2022.</p> <p>Ongoing staff training to educate public of water usage. Expected to be completed fall of 2023.</p>
<p>Waskada and Area Recreation Centre 308 Park Street, Waskada, MB</p>	<p>Skating, Curling, and Hockey Games. Social meeting space, canteen.</p>	<p>Bleacher access for people in wheelchairs</p>	<p>Ramp constructed to allow wheelchairs to view the ice surface.</p>	<p>Access to all individuals to view the ice surfaces.</p>	<p>Minimize barriers for people with disabilities. Ramp completed in 2022.</p>
<p>Railway Avenue Waskada, MB</p>	<p>Business access</p>	<p>Restricted access to Municipal and other businesses.</p>	<p>Created curb cut-outs to access sidewalk to businesses.</p>	<p>Access from streets for wheelchairs and motorized scooters.</p>	<p>Increase public access to services. Expected completion of fall 2023.</p>
<p>Waskada Park Campground</p>	<p>Public access to accessible</p>	<p>Impeded access to accessible</p>	<p>Created public, accessible washrooms for</p>	<p>Implement accessories to accommodate</p>	<p>Increase public access to facilities.</p>

South Railway Avenue, Waskada, MB	washroom facilities.	washrooms and showers.	campground use. This includes a sink, toilet, and shower.	people of all (dis)abilities.	Expected to be completed in fall 2023.
Napinka Hall 35 Broadway Street, Napinka, MB	Public access to accessible washroom facilities.	Inadequate space to accommodate wheelchair access.	Created public, open concept, accessible washroom to accommodate space.	Increased washroom space to accommodate people of all (dis) abilities.	Bathroom upgrades. Completed in fall 2023.
Waskada Lions Hall 108 Park Street, Waskada, MB	Public access to building for hall functions.	Inaccessible to people with mobility devices.	Created ramp to access hall functions.	Provided access to all individuals to enjoy community events.	Accessibility ramp completed in summer 2023.
Goodlands Hall 12 Mountain Avenue, Goodlands, MB	Public access to building for hall functions.	Inaccessible to people with mobility devices.	Created ramp to access building.	Provided access to all individuals to enjoy community events.	Accessibility ramp completed in 2021.
Waskada Park South Railway, Waskada, MB	Public access to building for hall functions.	Inaccessible to people with mobility devices.	Created ramp to access building.	Access to community events for all individuals.	Accessibility ramp completed in 2020.
Waskada Village Inn Park	Community Park Walking Path	Restricted access to walking path	Paved walking path to enjoy the Park natural setting.	Access to walking path for all individuals,	Improved access to the Park's nature path. Expected

<p>24 Railway Avenue, Waskada, MB</p>	<p>Memorated community park</p>	<p>Restricted access to shade under gazebo</p>	<p>Wide entrance to gazebo with accessibility ramp to accommodate wheelchairs.</p>	<p>including those with mobility devices. Access to shade under the gazebo at the park.</p>	<p>to be completed fall of 2023. Sunshade Gazebo and accessible access. Completed at park in 2022.</p>
<p>Sunrise Credit Union 38 Railway Avenue, Waskada, MB</p>	<p>Financial Institution and office to Seniors for Seniors access centre</p>	<p>Unable to differentiate between height of sidewalk.</p>	<p>Painted yellow to alert people of height of sidewalk step.</p>	<p>Identified potential tripping hazard.</p>	<p>Painted edge of sidewalk. Completed fall of 2023.</p>
<p>Canada Post 21 Railway Avenue Waskada, MB</p>	<p>Post Office</p>	<p>Unable to access post office as it is not wheelchair accessible.</p>	<p>Engineer wheelchair ramp into post office</p>	<p>Identify access to persons with mobility devices.</p>	<p>Discussions are ongoing.</p>
<p>Develop an accessible customer service policy for the municipality</p>	<p>The municipal policy is to establish a framework to guide the review and development of other policies, standards, and procedures.</p>	<p>The Accessibility for Manitobans Act requires municipalities to provide information and communication that is accessible to all Manitobans.</p>	<p>Community members and liaisons within the community will provide accessibility recommendations to Council for review.</p>	<p>Improved accessible customer service by the municipality because employees, volunteers and the public will have access to written document for guidance.</p>	<p>Expected to be completed by the end of 2023.</p>

Develop individualized emergency response information plan for municipal employees.	To adhere to the accessibility standards, custom plans are available upon request to the personnel committee.	Individual needs are not met, and barriers are not eliminated.	Individualized plans are available in multiple formats to accommodate individual needs.	Custom plans identify needs of the individual to adhere to safety concerns.	Individualized plans will be available by assessment and need.
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