



**City of  
Lloydminster**

***Policy***

<b>Policy Title:</b>	Barrier Free Policy	<b>Policy Number:</b>	120-01		
<b>Date of Council Approval:</b>	September 24, 2018	<b>Motion No.:</b>	277-2018	<b>Year of Review:</b>	2021
<b>Department Sponsored by:</b>	Office of the City Clerk				

**1. Purpose:**

- 1.1. To recognize that some groups and individuals have particular and specific needs that must be met if they are to enjoy equal access to the goods, services and information offered by the City of Lloydminster.

**2. Objective:**

- 2.1. To remove Barriers so that people with disabilities have equal opportunity to participate fully and meaningfully in all aspects of life.

**3. Definitions:**

<b>Accessible Formats</b>	Formats that are alternative to standard print and are accessible to people with disabilities. Accessible formats may include large print, Braille and audio electronic formats.
<b>Administration</b>	An employee, contract employee or volunteer of the City of Lloydminster.
<b>Assistive Devices</b>	An auxiliary aid such as communication aids, cognition aids, person mobility aids and medical aids.
<b>Barriers</b>	A factor in a person’s environment that, through their absence or presence, limit the functioning and create disability. These include aspects such as: a physical environment that is not accessible; lack of relevant assistive technology, negative attitudes of people towards disability; services, systems and policies that are either nonexistent or that hinder the involvement of all people with a health condition in all areas of life.
<b>Communication Supports</b>	Supports that individuals with disabilities may need to access information. Examples include plain language formats, sign language, as well

	as reading out loud, captioning, or using written notes to communicate.
<b>Members of Council</b>	An individual elected pursuant to <i>The Local Government Election Act</i> (Saskatchewan) as a Member of Council.
<b>Service Dog</b>	A service dog as defined in the <i>Alberta Service Dogs Act</i> .
<b>Support Person</b>	A person, in relation to a person with a disability, who accompanies him or her in order to help with communication mobility, personal care or medical needs or with access to goods or services.
<b>Undue Hardship</b>	An unbearable financial cost or a considerable disruption to business, or an interference with the rights of others, or anything else found at law to be undue hardship.

**4. Scope:**

4.1. This policy applies to all Members of Council and Administration.

**5. Accessibility:**

- 5.1. Support Persons shall not be charged any facility admission or program fees.
- 5.2. Members of Council and Administration shall use every reasonable effort up to the point of Undue Hardship, to facilitate the use of Assistive Devices, Support Persons and/or Service Dogs to access goods, services and/or information provided by the City.
- 5.3. Administration shall use reasonable efforts to remove barriers by continuously monitoring and evaluating accessibility to goods, services and information.
- 5.4. Any request for the removal of a Barrier that requires the allocation of resources shall be evaluated by Administration and items that have major budgetary impacts shall be brought before a council committee for further direction.
- 5.5. Council may direct Administration to create a multi-year accessibility plan.
- 5.6. Upon request, Members of Council and Administration shall arrange for the provision of information with Communication Supports in a mutually agreed upon Accessible Format.

## **6. Penalty:**

- 6.1. Any member of Administration found to be in violation of this policy may be subjected to a disciplinary action. Such action may be dependent upon the nature of the breach of this policy; discipline may range from a written warning to dismissal with cause.
- 6.2. Any Member of Council found to be in violation of this policy may be dealt with utilizing the "*Code of Conduct Bylaw*" or provisions of "*The Lloydminster Charter*."

## **7. Responsibility:**

- 7.1. City Council shall review and approve all policies.
- 7.2. City Administration shall administer the policy through the use of a supporting procedure.
- 7.3. Sponsoring Department is responsible for creating and amending a supporting procedure.