



## Accessible Parking Maintenance Plan

**Organization Name:** Municipality of the District of Yarmouth

**Effective Date:** 1 April 2026

**Last Updated:** 1 April 2026

### 1. Purpose

The purpose of this plan is to ensure that all accessible parking spaces at the Municipality of the District of Yarmouth remain available, accessible and identifiable. This plan is developed in accordance with Section 27 of the Built Environment Accessibility Standard Regulations under the Accessibility Act.

### 2. Identification of Accessible Entrances

- **Accessible Entrance A:** Administrative Building
- **Accessible Entrance B:** Rotary Centre

### 3. Maintenance Protocols

To ensure these parking spaces and related pathways and infrastructure remain accessible, the following actions will be taken:

Frequency	Action Required	Responsible Party
-----------	-----------------	-------------------

Daily	<p><b>Unobstructed Pathway</b></p> <p>Visual inspection of accessible pathways and access aisles to parking areas for water, cracks, litter, parked vehicles, etc. and removal of these obstructions.</p> <p>Repair as needed</p>	Custodian and Recreation Facilities Coordinator
Daily	<p><b>Accessibility Features</b></p> <p>Ensure all accessibility elements are functional and undamaged, such as pedestrian pathways, parking areas, lighting of pathways (50 lux average), accessibility parking signs (1500 mm above ground) throughout the area.</p> <p>Repair or replace as needed.</p>	Custodian and Recreation Facilities Coordinator
Inclement Weather	<p><b>Snow and Ice Removal</b></p> <p>Removal of ice/snow from accessible parking and pathways.</p> <p>Priority clearing of accessible pathways before non-accessible pathways and apply traction materials. Verification that tactile surfaces and curb ramps along accessible pathways remain detectable and unobstructed.</p> <p>Confirmation that traction materials do not reduce tactile detectability.</p>	Public Works, Custodian and Recreation Facilities Coordinator

As Needed	<p><b>Painting of Lines and Symbols</b></p> <p>Paint accessible parking spaces lines and accessibility symbols if these are faded or not identifiable.</p>	Public Works and Recreation Facilities Coordinator
-----------	--	--

#### 4. Reporting and Remediation

If an obstructed pathway, non-functional or damaged accessibility feature, snow or ice cover, or faded accessible parking line or accessibility symbol is identified:

1. **Immediate Action** : Action will be taken immediately to remedy the situation
2. **Notification** : If the action cannot be taken immediately (e.g., structural damage), a notice must be posted to identify an accessible detour route from the entrance of the parking area if the accessible pathway from the parking space is not safe to access or to identify the accessible parking space if it is not identifiable
3. **Contact**: Report issues to the administrative reception desk or call 902-742-7159 or email [admin@munyarmouth.ca](mailto:admin@munyarmouth.ca)

#### 5. Public Availability

This plan is made publicly available as follows:

- **Website** : [Accessibility Plan - Municipality of the District of Yarmouth](#)
- **Alternative Formats** : Contact the administrative reception desk or call 902-742-7159 or email [admin@munyarmouth.ca](mailto:admin@munyarmouth.ca) request this plan in another format