



## Staff Report

To: **Council**

Department: Administration

Report Number: **CS - 2023-15**

Meeting Date: February 22, 2023

Subject: Annual Accessibility Compliance Report

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### **Recommendation**

That Item CS-2023-15, dated February 22, 2023, regarding the Annual Accessibility Compliance Report, be received; and

That Item CS-2023-15, be forwarded to the Joint Accessibility Advisory Committee meeting scheduled for March 2, 2023, for information.

### **Executive Summary**

In 2005, the Accessibility for Ontarians with Disabilities Act, 2005 (AODA), was passed by the Provincial Government with the intent of achieving accessibility with respect to goods, services, facilities, employment, buildings, structures and premises by January 1, 2025.

The AODA is supported by the Integrated Accessibility Standard Regulation O. Reg. 191/11 (IASR) which consists of standards addressing Customer Service, Information and Communication, Employment, Design of Public Spaces, Built Environment, and Transportation.

Per Section 4 of the IASR:

"The Government of Ontario, Legislative Assembly and designated public sector organizations shall:

4.(1)(a) establish, implement, maintain and document a multi-year accessibility plan, which outlines the organization's strategy to prevent and remove barriers and meet its requirements under this Regulation; (b) post the accessibility plan on their website, if any, and provide the plan in an accessible format upon request; and (c) review and update the accessibility plan at least once every five years.

4.(3) The Government of Ontario, Legislative Assembly and designated public sector organizations shall, (a) prepare an annual status report on the progress of measures taken to implement the strategy referenced in clause (1) (a), including steps taken to comply with this Regulation; and (b) post the status report on their website, if any, and provide the report in an accessible format upon request."

The Township's Draft Multi-Year Accessibility Plan, reviewed by Council in December 2022, (Schedule 1) further details the Township's commitment to accessibility planning:

"The Township of Tay is committed to increasing and enhancing accessibility to its programs, services, and facilities. The Township has moved steadily towards providing a higher level of accessibility to its services, programs and infrastructures. The goal is to incorporate accessibility as a part of everyday life and maintain it as a core element to Township services."

### **Background/Analysis/Options**

The Township is a member of the Joint Accessibility Advisory Committee (JAAC) which consists of membership from the County of Simcoe, Townships of Tay, Springwater, Oro-Medonte and Adjala-Tosorontio.

The Township provides training on the AODA and its regulations, the Ontario Human Rights Code, and general accessibility awareness to new employees. Records are kept on the completion of the training as per the legislative requirements. In 2022, 55 employees received training; AODA online and Workplace specific training.

The Township maintained its compliance with the Customer Service Standards, including the legislative requirements for use of service animals, support persons, and assistive devices.

With the onset of COVID-19 in 2020, customer service standards were adjusted in order for the municipality to provide continued essential services

when the office was closed to the public. Precautions and safety protocols affecting the public, Council members and staff were implemented, including the introduction of remote video Council and Committee meetings. Agreeing with recommendations from staff to increase transparency and accessibility of Council and committee meetings, Council approved a new initiative to live stream all Council and Standing Committee meetings to the Township YouTube channel. This initiative will allow members of our community who are not able to attend Council meetings in person at the municipal office, to view the meetings from the comfort of their own home. These recordings will remain accessible to the public for one year after each meeting on the Township YouTube channel.

In 2022, the Township successfully completed a mandatory AODA desk audit requested by the Ministry for Seniors and Accessibility, by presenting all required documents, including various policies and procedures related to accessibility.

In addition, throughout 2022, the Township completed many facility upgrades to increase accessibility across the municipality. A summary of these upgrades are listed below:

- 2022 – Sheppard Park Playground installation, fully AODA compliant
- 2022 – Mackenzie Beach Park washroom upgrade, fully AODA compliant
- 2022 – Mackenzie Beach Park accessible connection between parking lot and washroom and new picnic pavilion
- 2022 – Four new accessible picnic tables installed in parks located in Port McNicoll, Victoria Harbour, Waubauskene and Waverley
- 2022 – Bridgeview Park accessible connection installation from parking lot to the Tay Shore Trail
- 2022 – School access route accessible connection installation from Anderson Crescent subdivision to Jephson Street
- 2022 – Municipal Election polling stations audited for accessibility with accessibility report submitted to Council in December 2022 for their information post-election.
- Ongoing - Accessible parking spaces repainted as required as they are reviewed annually by staff

- Ongoing – Accessible parking spaces continue to be improved with signage

Staff continue to identify and rectify accessibility challenges throughout the Township in an effort to remove barriers for members of our communities, as well as visitors, with a goal of continually increasing the accessibility of our municipality.

### **Financial and Resource Implications**

The 2023 to 2027 Multi-Year Accessibility Plan does have minor and major renovations planned for various municipal facilities. These items will be brought forward as part of the regular budget cycle for Council's consideration.

### **Relationship to Strategic Plan**

Not Strategic Plan Specific - Regulatory Compliance

### **Reference Documents**

There are no reference documents associated with this Item.

### **Attachments**

Schedule 1 – Draft Multi-Year Accessibility Plan 2023-2027

**Prepared By** Katelyn Johns, Municipal Clerk

**Approvals**  
Andrea Fay, Chief Administrative Officer

**Date**  
February 14, 2023