



2018 Municipal Election

Accessibility Plan

## Introduction

The Clerk is responsible for the proper legislative and administrative conduct of the municipal and school board elections in the Township of Front of Yonge. In accordance with the Municipal Elections Act, the Accessibility for Ontarians with Disabilities Act, the Clerk is authorized to establish procedures and provide appropriate measures to ensure that persons with disabilities have the opportunity to participate fully in the municipal election.

The Elections Accessibility Plan supports and strengthens the township of Front of Yonge's commitment and efforts to respond to the needs of persons with disabilities. The focus of this plan is to ensure that election services are accessible to all electors and candidates, to identify and eliminate barriers for persons with disabilities and to create a positive voting experience.

The Clerk's Office continues to learn, develop and adjust our approaches to meet the needs of persons with disabilities. The review of accessibility issues and initiatives and addressing barriers is an ongoing practice. This plan will be updated as new opportunities are identified or become available.

## Municipal Elections Act, 1996, as amended – Legislative Requirements

The Municipal Elections Act, 1996, as amended states the following:

12.1(1) A clerk who is responsible for conducting an election shall have regard to the needs of electors and candidates with disabilities.

12.1(2) The Clerk shall prepare a plan regarding the identification, removal and prevention of barrier that affect electors and candidates with disabilities and shall make the plan available to the public before voting date in a regular election. 2016, c. 15 S. 11.

12.1(3) Within 90 days after voting day in a regular election, the Clerk shall prepare a report about the identification, removal and prevention of barriers that affect electors and candidates with disabilities and shall make the report available to the public. 2016, c. 15 S. 11

45(2) In establishing locations of voting places, the Clerk shall ensure that each voting place is accessible with disabilities.

## Customer Service Policy

The Clerk's Department is committed to making our services accessible to everyone, including people with disabilities. We comply with customer service and information communications standards of the Accessibility for Ontarians with Disabilities Act, 2005. The Clerk's Department will, at all times, provide its services in a way that respects the independence of people with disabilities and gives people with disabilities the same opportunity to access our services in the same place, and in a similar manner as others.

## Definition of a Disability

The Accessibility for Ontarians with Disabilities Act, 2005 defines "disability" as follows:

- (a) Any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes, mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or in a wheelchair or other remedial appliance or device;
- (b) A condition of mental impairment or a developmental disability;
- (c) A learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- (d) A mental disorder; or
- (e) An injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997.

Disabilities can take many forms, both visible and invisible.

## Communications and Information

The following initiatives and actions will be carried out for the Election as it relates to communication and information:

- Provide an informative and accessible elections website at:  
<http://www.mallorytown.ca/index.cfm/town-hall/2018-municipal-elections/>
- Election information shall always be provided in an accessible font and format; alternative formats may be available at the request of any individual (citizen, candidate, elections staff, etc.)
- Requests for additional equipment for elections staff and members of the public who have a special need will be addressed as soon as reasonably possible, after the request is made.

- Any Candidate Information Session will be held at an accessible location; further accommodations will be provided upon request.

## Voting Place

The following initiatives and actions will be carried out for the 2018 Election, as it relates to the Voting Locations:

- Ensures all voting places are accessible to electors with disabilities by conducting site visits for each voting place ahead of the election, ensuring each facility has:
  - Barrier free path of travel from parking lot/sidewalk
  - Barrier free parking, where provided
  - Door operators or accessible doors
  - Adequate lighting
- Places that cannot be made accessible will be relocated
- Ensure washrooms are accessible
- Conduct an accessibility check in August/September to ensure no changes have been made to the locations
- Election staff will perform final accessibility checks on election day to verify the accessibility of the voting place
- Ensure all voting places have access routes and entrances are clearly identified
- Ensure there is a designated or reserved parking place for persons with disabilities at each voting location
- If necessary, provide appropriate signage for reserved parking at voting places

## Voting Provisions for Electors with Disabilities

The following initiatives and actions will be carried out in the 2018 Election:

- Provide an election assistant solely dedicated to assisting the voters, if requested
- Ensure all election officials receive accessible customer service training

## Service Animals

With proper identification, individuals accompanied by a service animal are permitted at all voting locations.

## Support Person

Electors with disabilities may be accompanied by a support person within all voting locations. In addition, an Election Official in the voting location can assist the voter if required.

## Feedback

The Clerk's Department welcomes feedback to identify areas where changes need to be considered and ways in which the Township can improve the delivery of an accessible election. This plan will continue to undergo changes and we progress. Please provide feedback and how best we can provide an accessible elections to:

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Attention: Clerk's Department

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