

Tecumseh Accessibility Advisory Committee Meeting Agenda

Tuesday, February 25, 2020, 12:00 pm
Tecumseh Arena - Horwood Room, 1st Floor
12021 McNorton Street
Tecumseh, ON N8N 3C7

Pages

- A. Call to Order**
- B. Roll Call**
- C. Disclosure of Pecuniary Interest**
- D. Delegations**
 - 1. Shaun Fuerth, Director Information & Communication Services
Re: Town Hall Renovation Update
 - 2. Paul Anthony, Director Parks & Recreation Services
Re: McAuliffe Splash Bad
- E. Communications**
 - 1. Minutes - November 25, 2019 2 - 6
- F. Reports**
 - 1. 2019 Accessibility Compliance Report 7 - 12
- G. Unfinished Business**
 - 1. 2018 - 2023 Multi-Year Accessibility Plan 13 - 71
 - 2. National AccessAbility Week 2020 - May 31 to June 6, 2020
 - 3. International Day for People with Disabilities - December 3, 2020
 - 4. Social Media Update (Facebook)
- H. New Business**
 - 1. 2020 - 2021 Accessibility Plan 72 - 85
- I. Next Meeting**
- J. Adjournment**

Tecumseh Accessibility Advisory Committee

Minutes

Date: Monday, November 25, 2019
Time: 12:00 pm
Location: Tecumseh Town Hall - Council Chambers
917 Lesperance Road
Tecumseh, Ontario N8N 1W9

Present:
Councillor, Tania Jobin
Chair, Ron Matysek
Member, Ron Doherty
Member, David Golden
Member, Linda Stanczak

Absent:
Member, Catherine Rutherford

Also Present:
Director Parks & Recreation Services, Paul Anthony
Director Public Works & Environmental Services, Phil Bartnik
Director Planning & Building Services, Brian Hillman
Manager Planning Services, Chad Jeffery
Manager Roads & Fleet, Kirby McArdle
Deputy Clerk & Manager Legislative Services, Jennifer Alexander

A. Call to Order

The Chairperson calls the meeting to order at 12:15 pm.

B. Roll Call

C. Moment of Silence - Passing of Mary Anne Askin

D. Disclosure of Pecuniary Interest

None reported.

E. Delegations

1. Chad Jeffery, Manager Planning Services

Re: Presentation on Transportation

Manager Planning Services provides a brief overview of the Transit service. He notes adding the stop at Tecumseh Mall has substantially

increased ridership. There is a low floor accessible bus with room for two wheelchairs now in service to accommodate riders.

In response to a query, transfer passes from the Town to Windsor are still not accepted with Windsor buses. Passengers would still have to pay the Windsor transit fare. Administration has had some discussions with the City of Windsor and will continue to raise the issue.

A question is raised on offering a reduced fare for disabled persons. The member explains that if a person is a disability support recipient, they can provide these documents to the Town and receive a pass card to ride the bus at the seniors' rate. Manager Planning Services will further investigate options.

A member inquired on regional transit service and if there is connectivity to the Town of Lakeshore. Manager Planning Services explains that the Town of Lakeshore does not have transit service at this time.

2. Paul Anthony, Director Parks & Recreation Services

Re: Town Hall Renovations

Director Park & Recreation Services, provides a brief update on the Committee's recommendations on the Town Hall renovations. The recommendations will be incorporated regarding the automatic sliding doors and ramp adjustment at the front entrance. He explains that during construction, there will be some disruptions to service delivery.

3. Paul Anthony, Director Parks & Recreation Services

Re: McAuliffe Park Washrooms and Splash Pad

Director Parks & Recreation Services provides an update on the renovation at McAuliffe Park. The washrooms were fully renovated. McAuliffe splash pad will go out to tender in 2020 for the summer. The pad will be bigger than the one at St. Mary's Park.

The size of the change table is raised and if it will be able to accommodate adults. The Director explains that they are still reviewing options.

In response to an inquiry regarding gender free change rooms, the Director indicates that there is a room available for anyone to use.

F. Communications

1. TAAC Minutes - June 4, 2019

Motion: TAAC - 09/19

Moved By Member Ron Doherty

Seconded By Councillor Tania Jobin

That the minutes of the June 4, 2019 meeting of the Tecumseh Accessibility Advisory Committee as were duplicated and delivered to the members, **be adopted**.

Carried

2. Letter of Support to Ministry of Tourism, Culture and Sport dated October 18, 2019

Re: Support for the Town's proposed multi-use sports plex.

3. Accessibility Advisory Committee Projects Webinar, held September 25, 2019

Link to recording of webinar held September 25, 2019

4. International Day for People with Disabilities

5. National AccessAbility Week, 2020

Link to website on National AccessAbility Week, 2020 - May 21 - June 1, 2020

It is requested that the members bring ideas for the National AccessAbility Week to the next meeting for discussion.

Motion: TAAC - 10/19

Moved By Member Linda Stanczak

Seconded By Councillor Tania Jobin

That Communications - For Information 1 through 5 as listed on the November 25, 2019 Tecumseh Accessibility Advisory Committee Agenda **be received**.

Carried

Motion: TAAC - 11/19

Moved By Member Linda Stanczak

Seconded By Councillor Tania Jobin

That Administration be directed to draft a request for Council to support and proclaim May 21 to June 1, 2020 National AccessAbility Week in the Town.

Carried

G. Reports

There are no reports presented to the Committee.

H. Unfinished Business

There are no unfinished business items presented to the Committee.

I. New Business

1. TAAC Handbook

The Chair has been drafting a handbook for new members joining the committee.

2. 2019 Accessibility Compliance Report

Deputy Clerk & Manager Legislative Services provides an overview of the 2019 Accessibility Compliance report that is completed and filed every two years by the Town.

3. 2019 - 2024 Multi-Year Accessibility Plan

The Members request additional time to review the 2019-2024 Multi-Year Accessibility Plan and to discuss at the next meeting.

4. 2020 Accessibility Plan

The members request additional time to review the Plan and discuss at the next meeting.

5. Social Media Update (Facebook)

There was no update provided at this time.

6. David Lepofsky, County of Essex Accessibility Advisory Workshop

The Chair attended a recent County of Essex Accessibility Advisory Committee workshop featuring David Lepofsky, an accessibility advocate. He presents highlights from the workshop regarding the challenges with accessibility across Ontario and various initiatives that individuals can implement in their community.

J. Next Meeting

Motion: TAAC - 11/19

Moved By Member Linda Stanczak

Seconded By Councillor Tania Jobin

That the next meeting of the Tecumseh Accessibility Advisory Committee **be held** on February 25, 2019 at 12:00 pm in the Council Chambers.

Carried

K. Adjournment

Motion: TAAC - 12/19

Moved By Member Linda Stanczak

Seconded By Councillor Tania Jobin

That there being no further business, the November 25, 2019 meeting of the Tecumseh Accessibility Advisory Committee **be adjourned** at 1:30 pm.

Carried

Ron Matysek, Chairperson

Jennifer Alexander, Deputy Clerk

Organization category	Designated Public Sector	Number of employees range	50+
Filing organization legal name	The Corporation of the Town of Tecumseh		
Filing organization business number (BN9)	875698821		

Fields marked with an asterisk (*) are mandatory.

D. Accessibility compliance report summary

Your response to the questions on your accessibility report indicate that your organization is not in compliance with AODA standards. You have responded 'No' to the question(s) below:

3. Has your organization completed a review of its progress implementing the strategy outlined in its accessibility plan and documented the results in an annual status report posted on the organization's website?

This means that your organization is not in full compliance with the requirements of the AODA. If your compliance status changes, you will need to submit an updated report.

Your organization may be audited to verify compliance.

E. Accessibility compliance report certification

Section 15 of the *Accessibility for Ontarians with Disabilities Act, 2005* requires that accessibility reports include a statement certifying that all the required information has been provided and is accurate, signed by a person with authority to bind the organization(s).

Note: It is an offence under the Act to provide false or misleading information in an accessibility report filed under the AODA.

The certifier may designate a primary contact for the Ministry for Seniors and Accessibility to contact the organization(s); otherwise the certifier will be the main contact.

Certifier: Someone who can legally bind the organization(s).

Primary Contact: The person who will be the main contact for accessibility issues.

Acknowledgement

☒ I certify that I have the authority to bind all organizations specified in Section A of this form, *

☒ I certify that all the required information has been included in this report, and, *

☒ I certify that the information in this report is accurate. *

Certification date (yyyy-mm-dd) * 2020-01-07

Certifier information

Last name *		First name *	
Moy		Laura	
Position title *	Position title other *	Business phone number *	Extension <input type="checkbox"/> Check here if TTY
Other	Director Corporate Service	519 735-2184	116
Email *		Alternate phone number	Extension
lmoy@tecumseh.ca			Fax number
			519 735-6712

Primary contact for the organization(s)

☒ Check if the primary contact is same as the certifier

Last name *		First name *		
Moy		Laura		
Position title *	Position title other *	Business phone number *	Extension	<input type="checkbox"/> Check here if TTY
Other	Director Corporate Service	519 735-2184	116	
Email *		Alternate phone number	Extension	Fax number
lmoy@tecumseh.ca				519 735-6712

Organization category	Designated Public Sector	Number of employees range	50+
Filing organization legal name	The Corporation of the Town of Tecumseh		
Filing organization business number (BN9)	875698821		

Fields marked with an asterisk (*) are mandatory.

B. Understand your accessibility requirements

Before you begin your report, you can learn about your accessibility requirements at ontario.ca/accessibility

Additional accessibility requirements apply if you are:

- ☒ [a library board](#)
- ☐ [a producer of education material \(e.g. textbooks\)](#)
- ☐ [an education institution \(e.g. school board, college, university or school\)](#)
- ☐ [a municipality](#)

C. Accessibility compliance report questions

Instructions

Please answer each of the following compliance questions. Use the Comments box if you wish to comment on any response.

If you need help with a specific question, click the help links which will open in a new browser window. Use the link on the left to view the relevant AODA regulations and the link on the right to view relevant accessibility information resources.

Foundation requirements

1. Does your organization have written accessibility policies and a statement of commitment? * ☒ Yes ☐ No
- [Read O. Reg. 191/11 s. 3: Establishment of accessibility policies](#) [Learn more about your requirements for question 1](#)

Comments for
question 1

2. Has your organization established, implemented and maintained a multi-year accessibility plan and posted it on your organization's website? * ☒ Yes ☐ No
- [Read O. Reg. 191/11 s. 4: Accessibility plans](#) [Learn more about your requirements for question 2](#)

Comments for
question 2

3. Has your organization completed a review of its progress implementing the strategy outlined in its accessibility plan and documented the results in an annual status report posted on the organization's website? * ☐ Yes ☒ No
- [Read O. Reg. 191/11 s. 4\(1\), 4\(3\): Accessibility plans](#) [Learn more about your requirements for question 3](#)

Comments for question 3 The status report will be included in the 2019 Corporate Initiatives Report that will be completed in Q1 of 2020.

4. Did your organization consult with people with disabilities when establishing, reviewing and updating its multi-year accessibility plan? * ☒ Yes ☐ No
- [Read O. Reg. 191/11 s. 4\(2\): Accessibility plans](#) [Learn more about your requirements for question 4](#)

Comments for
question 4

5. Does your organization provide the appropriate training on the Integrated Accessibility Standards Regulation and the Human Rights Code as it pertains to persons with disabilities? * ☒ Yes ☐ No
[Read O. Reg. 191/11 s. 7: Training](#) [Learn more about your requirements for question 5](#)
Comments for question 5

6. Has your organization established and documented a process to receive and respond to feedback on how its goods or services are provided to persons with disabilities, including actions that your organization will take when a complaint is received? * ☒ Yes ☐ No
[Read O. Reg. 191/11 s. 80.50: Feedback process required](#) [Learn more about your requirements for question 6](#)
Comments for question 6

7. Does your organization ensure that its feedback processes are accessible to persons with disabilities by providing or arranging accessible formats or communication supports, upon request, and do you notify the public of this accessible feedback policy? * ☒ Yes ☐ No
[Read O. Reg. 191/11 s. 11: Feedback](#) [Learn more about your requirements for question 7](#)
Comments for question 7

Information and communications

8. Does your organization have a process to provide accessible formats and communication supports for persons with disabilities in a timely manner and at no more than the cost for other persons who ask for the same information, and do you notify the public of this accessible information policy? * ☒ Yes ☐ No
[Read O. Reg. 191/11 s. 12: Accessible formats and communications supports](#) [Learn more about your requirements for question 8](#)
Comments for question 8

Employment

9. Does your organization notify its employees and the public about the availability of accommodations in its recruitment process? * ☒ Yes ☐ No
[Read O. Reg. 191/11 s. 22-24: Recruitment](#) [Learn more about your requirements for question 9](#)
Comments for question 9

10. Does your organization notify successful applicants of its policies for accommodating employees with disabilities during offers of employment? * ☒ Yes ☐ No
[Read O. Reg. 191/11 s. 24: Notice to successful applicants](#) [Learn more about your requirements for question 10](#)
Comments for question 10

11. Does your organization develop and have in place a written process for the development of documented individual accommodation plans for employees with disabilities? * ☒ Yes ☐ No
[Read O. Reg. 191/11 s. 28: Documented individual accommodation plans](#) [Learn more about your requirements for question 11](#)
Comments for question 11

Transportation

12. Does your organization provide transportation services? *

(If Yes, you will be required to answer an additional question.)

☒ Yes ☐ No

[Read O. Reg. 191/11 Part IV: Transportation standards](#)

[Learn more about your requirements for question 12](#)

12.a. Does your organization conduct employee and volunteer accessibility training on the safe use of accessibility equipment and features of your transportation vehicles? *

☒ Yes ☐ No

[Read O. Reg. 191/11 s. 36: Accessibility training](#)

[Learn more about your requirements for question 12.a](#)

Comments for
question 12.a

Design of public spaces

13. Since your organization last reported on its accessibility compliance, has your organization constructed new or redeveloped existing off-street parking facilities that it intends to maintain? *

(If Yes, you will be required to answer an additional question.)

☒ Yes ☐ No

[Read O. Reg. 101/11 Part IV.1: Design of public spaces standards](#)

[Learn more about your requirements for question 13](#)

13.a. When constructing new or redeveloping off-street parking facilities that your organization intends to maintain, does it ensure that the off-street parking facilities meet the accessibility requirements as outlined in sections 80.32 – 80.37 of the IASR? *

☒ Yes ☐ No

[Read O. Reg. 80.32-37: Accessible parking](#)

[Learn more about your requirements for question 13.a](#)

Comments for
question 13.a

14. Since your organization last reported on accessibility compliance, has your organization constructed new or redeveloped existing outdoor public spaces that it intends to maintain? *

(If Yes, you will be required to answer additional questions.)

☒ Yes ☐ No

[Read O. Reg. 191/11 Part IV.1: Design of public spaces standards](#)

[Learn more about your requirements for question 14](#)

14.a. When constructing new or redeveloping existing outdoor play spaces, did your organization consult with the public and persons with disabilities on the needs of children and caregivers, and if you represent a municipality did your organization consult with the municipal advisory committee where one was established as outlined in s. 80.19 of the Integrated Accessibility Standards Regulation? *

☒ Yes ☐ No

[Read O. Reg. 191/11 s. 80.19: Outdoor play spaces](#)

[Learn more about your requirements for question 14.a](#)

Comments for
question 14.a

14.b. Does your organization's multi-year accessibility plan include procedures for preventative and emergency maintenance of the accessible elements in public spaces, and for dealing with temporary disruptions when accessible elements required under the Integrated Accessibility Standards Regulations Part IV are not in working order? *

☒ Yes ☐ No

[Read O. Reg. 191/11 s. 80.44: Maintenance of accessible elements](#)

[Learn more about your requirements for question 14.b](#)

Comments for
question 14.b

Customer service

15. In your policies, practices and procedures, does your organization permit persons with disabilities to keep their service animals with them on the parts of your premises that are open to the public or other third parties, except where the animal is excluded by law? If excluded by law, does your organization have alternate ways for people with service animals to access and use your goods, services or facilities?

☒ Yes ☐ No

[Read O. Reg. 191/11 s. 80.47\(1-3\): Use of service animals and support persons](#)

[Learn more about your requirements for question 15](#)

Comments for
question 15

General requirements

16. Other than the requirements cited in the above questions, is your organization complying with all applicable requirements for the **information and communications standards** in effect under the Integrated Accessibility Standards Regulation? * ☒ Yes ☐ No

[Read O. Reg. 191/11 Part II: Information and communications standards](#)

[Learn more about your requirements for question 16](#)

Comments for
question 16

17. Other than the requirements cited in the above questions, is your organization complying with all applicable requirements for the **employment standards** in effect under the Integrated Accessibility Standards Regulation? * ☒ Yes ☐ No

[Read O. Reg. 191/11 Part III: Employment standards](#)

[Learn more about your requirements for question 17](#)

Comments for
question 17

18. Other than the requirements cited in the above questions, is your organization complying with all applicable requirements for the **transportation standards** in effect under the Integrated Accessibility Standards Regulation? * ☒ Yes ☐ No

[Read O. Reg. 191/11 Part IV: Transportation standards](#)

[Learn more about your requirements for question 18](#)

Comments for
question 18

19. Other than the requirements cited in the above questions, is your organization complying with all applicable requirements for the **design of public spaces standards** in effect under the Integrated Accessibility Standards Regulation? * ☒ Yes ☐ No

[Read O. Reg. 101/11 Part IV.1: Design of Public Spaces standards](#)

[Learn more about your requirements for question 19](#)

Comments for
question 19

20. Other than the requirements cited in the above questions, is your organization complying with all applicable requirements for the **customer service standards** under the Integrated Accessibility Standards Regulation? * ☒ Yes ☐ No

[Read O. Reg. 191/11 Part IV.2: Customer service standards](#)

[Learn more about your requirements for question 20](#)

Comments for
question 20

21. Other than the requirements cited in the above questions, is your organization complying with all general requirements in effect under the Integrated Accessibility Standards Regulation? * ☒ Yes ☐ No

[Read O. Reg. 191/11 Part I: General requirements](#)

[Learn more about your requirements for question 21](#)

Comments for
question 21

Executive Summary

We are pleased to present the Town of Tecumseh's 2018-2023 Multi-Year Accessibility Plan. This is our second multi-year accessibility plan which builds on the accomplishments of the 2012-2017 plan.

The plan was developed in consultation with the Town's Accessibility Advisory Committee, persons with disabilities and staff. The 2018-2023 plan acts as our accessibility road map, outlining key actions to meet our requirements under the *Accessibility for Ontarians with Disabilities Act, 2005*. It helps us relay our commitment to accessibility and an inclusive community.

This document is an accessible PDF.

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DRAFT

General Requirements

Applies to all five standards of the Integrated Accessibility Standards Regulation (IASR).

Accessibility Policies

January 1, 2013

Develop policies, including a statement of organizational commitment, on how to meet the integrated standards requirements, make them available to the public, and provide them in an accessible format, upon request.

2012-2017 Key Accomplishments

- Expanded Accessibility Policy scope and created new supporting procedures
 - Accessible Customer Service procedure
 - Planning Accessible Meetings procedure
 - Accessible Information and Communications procedure
 - Accessible Employment procedure
 - Accessible Transportation procedure
 - Design of Public Spaces procedure
- Conducted policy and procedure review in advance of town's five-year review schedule; completed in 2016
- Accessibility policies and procedures posted on town website and provided in an accessible format, upon request
- Implemented policy and procedures corporate-wide

2018-2023 Key Actions

- Implement policy and procedures corporate-wide, update as required
- Update policy and procedures in 2021 as part of town's policy review process

Accessibility Plans

January 1, 2013

Develop multi-year accessibility plan that outlines what will be done to implement IASR requirements. Post multi-year accessibility plan on website and provide in an accessible format, upon request. Report to the province every two years and review plan every five years. Consult with persons with disabilities and Accessibility Advisory Committee (AAC).

2012-2017 Key Accomplishments

- Created town's first Multi-Year Accessibility Plan, 2012-2017; consulted with AAC, persons with disabilities and public
- Updated multi-year accessibility plan in 2017 for 2018-2023 to include amended Accessible Customer Service Standard; consulted with AAC, persons with disabilities and public
- Multi-year accessibility plan posted on town website in an accessible format and provided in alternate formats, upon request
- Established staff steering committee to work through legislated requirements and ensure full compliance with AODA standards
- Compliance reports filed with province in 2013, 2015 and 2017, meeting all requirements

2018-2023 Key Actions

- File compliance report with the province in 2019
- Implement requirements of Multi-Year Accessibility Plan, 2018-2023 town-wide; update with provincial amendments to standards as required
- Update multi-year accessibility plan in 2023

Annual Status Report

January 1, 2013

Prepare annual status report on progress of measures set out in the multi-year accessibility plan, post on website and provide it in an accessible format, upon request.

2012-2017 Key Accomplishments

- Status update presented to AAC and Council annually
- Status update posted on town website in an accessible format

2018-2023 Key Actions

- Provide annual status report to AAC and Council Post annual status update on town website in an accessible format

Procuring or Acquiring Goods, Services or Facilities

January 1, 2013

Incorporate accessibility design, criteria and features when procuring or acquiring goods, services or facilities, except where it is not possible to do so.

2012-2017 Key Accomplishments

- Created procurement policy by-law in 2014 ensuring staff and vendors comply with AODA requirements; updated in 2017 to reflect amended requirements to the Accessible Customer Service Standard and the Integrated Accessibility Standards Regulation □ Corporate Information System updated to include accessibility criteria
- Town purchasing reference guide developed, outlining accessibility requirements and considerations
- Accessible purchasing requirement incorporated in training for staff

2018-2023 Key Actions

- Incorporate accessibility design, criteria and features when procuring or acquiring goods, services or facilities, where possible

Training

January 1, 2014

Ensure training on the integrated standards and the Human Rights Code is provided to employees, volunteers, persons who participate in developing policies and others who provide goods, services or facilities on behalf of the Town.

2012-2017 Key Accomplishments

- Training on the integrated standards and Human Rights Code rolled out to staff, Council, volunteers and those who provide goods, services or facilities on town's behalf in 2012
- Updated training materials in 2017 to include amended Customer Service Standard requirements. Rolled out to new staff, volunteers and those who provide goods, services or facilities on the Town's behalf

2018-2023 Key Actions

- Provide training to new and existing staff, Council, volunteers and those who provide goods, services or facilities on the Town's behalf in 2018 and on an ongoing basis, as required

Customer Service

Outlines how the Town will make it easier for everyone to use its goods, services and facilities.

Policies

January 1, 2010

Develop policies on the provision of goods, services and facilities, that are consistent with the principles of dignity, independence, integration and equality, make them available to the public, and provide them in an accessible format, upon request.

2010-2017 Key Actions

- Created Accessible Customer Service procedure to incorporate all requirements of the Customer Service Standard; received by Council in 2009. Updated procedure to incorporate the province's amended Customer Service Standard requirements in 2016
- Accessibility Policy and Accessible Customer Service procedure posted on town website and provided in an accessible format, upon request
- Implemented policy and procedure corporate-wide

2018-2023 Key Actions

- Update Accessible Customer Service procedure by 2021 as part of town policy review process
- Ensure ongoing compliance

Service Animals

January 1, 2010

Ensure guide dogs and other service animals are permitted to be used in all town areas/premises that are open to the public unless otherwise prohibited by law. If a service animal is prohibited by law from the premises, ensure other measures are available to enable the individual the ability to obtain, use or benefit town goods, services or facilities.

2010-2017 Key Actions

- Created Accessible Customer Service procedure to incorporate all requirements of the Customer Service Standard; received by Council in 2009. Updated procedure to incorporate the province's amended Customer Service Standard requirements in 2016

2018-2023 Key Actions

- Update Accessible Customer Service procedure by 2021 as part of town policy review process
- Ensure ongoing compliance

Support Persons

January 1, 2010

Ensure people with disabilities can access their support persons when using goods, services or facilities provided by the Town. Provide advance notice when a fee for the support person may be applicable. Consult the person with a disability if the Town requires a support person to accompany them to protect the individual's health and safety or of others on the premises.

2010-2017 Key Actions

- Created Accessible Customer Service procedure to incorporate all requirements of the Customer Service Standard; received by Council in 2009. Updated procedure to incorporate the province's amended Customer Service Standard requirements in 2016
- Consulted with individuals when a support person was required to protect the health and safety of the individual or others on the premises

2018-2023 Key Actions

- Update Accessible Customer Service procedure by 2021 as part of town policy review process
- Ensure ongoing compliance

Temporary Disruptions

January 1, 2010

Provide notice of a service disruption to any service or facility, including the reason for the disruption, its anticipated duration and a description of alternative facilities or services that may be available, on a website and posted at the location, where possible. Prepare a document setting out the steps taken during a temporary disruption and make that document available, upon request.

2010-2017 Key Actions

- Created Accessible Customer Service procedure to incorporate all requirements of the Customer Service Standard; received by Council in 2009. Updated procedure to incorporate the province's amended Customer Service Standard requirements in 2016
- Created Service Disruption Guidelines, posted on town website and provided in an accessible format, upon request
- Posted service disruption information on town website, RSS feed and communicated through social media
- Provided alternative facilities or services where possible

2018-2023 Key Actions

- Update Accessible Customer Service procedure by 2021 as part of town policy review process
- Ensure ongoing compliance

Training

January 1, 2010

Ensure training is provided to employees, volunteers and those who act on behalf of the Town on the purpose of the AODA, requirements of the Customer Service Standard, and the Town's Accessible Customer Service Procedure including how to interact and communicate with people with various types of disabilities in accessing town goods, services or facilities.

2010-2017 Key Actions

- Training on the AODA and Customer Service Standard rolled out to staff, Council, volunteers and those who provide goods, services or facilities on Town's behalf in 2012

- Updated training materials in 2017 to include amended Customer Service Standard requirements. Rolled out to new staff, volunteers and those who provide goods, services or facilities on the Town's behalf.
- Created Accessible Customer Service procedure to incorporate all requirements of the Customer Service Standard; received by Council in 2009. Updated procedure to incorporate the province's amended Customer Service Standard requirements in 2016

2018-2023 Key Actions

- Provide training to all staff, Council, volunteers and those who provide goods, services or facilities on the Town's behalf in 2018 and on an ongoing basis, as required
- Update Accessible Customer Service procedure by 2021 as part of town policy review process
- Ensure ongoing compliance

Feedback Process

January 1, 2010

Establish a process for receiving and responding to feedback about the manner in which goods, services and facilities are provided to persons with disabilities, the actions taken if a complaint is received, ensure the process is accessible for persons with disabilities by providing/arranging for accessible formats and communications supports, upon request. Prepare a document about the feedback process and notify the public about availability of the document and post it on the Town's website.

2010-2017 Key Actions

- Created Accessible Customer Service procedure to incorporate all requirements of the Customer Service Standard; received by Council in 2009. Updated procedure to incorporate the province's amended Customer Service Standard requirements in 2016
- Multi-channel options for providing and responding to feedback including accessible online customer service feedback form
- Statement about availability of accessible formats and communication supports posted on town website
- Statement created about availability of accessibility supports for town meetings, events, surveys and any instance when feedback is requested by the Town

2018-2023 Key Actions

- Update Accessible Customer Service procedure by 2021 as part of town policy review process
- Ensure ongoing compliance

Format of Documents

January 1, 2010

Provide or arrange for the provision of a document, or the information contained in a document, in a timely manner after consulting with the individual, taking into account the person's accessibility needs due to disability and at a cost that is no more than the regular cost charged to other persons, upon request.

2010-2017 Key Actions

- Created Accessible Customer Service procedure to incorporate all requirements of the Customer Service Standard; received by Council in 2009. Updated procedure to incorporate the province's amended Customer Service Standard requirements in 2016
- Town-wide process for responding to requests for accessible documents and communications supports implemented
- Training on creating accessible documents rolled out to all web publishers and staff in Corporate Communications, Clerk's, and the Office of the Mayor and Council
- Tutorial and reference guide on creating accessible documents developed, rolled out to staff
- Statement about availability of accessible formats and communication supports maintained on website
- Statement created about availability of accessibility supports for town meetings, events, surveys and any instance when feedback is requested by the Town

2018-2023 Key Actions

- Provide training to staff on creating accessible documents, as required
- Update Accessible Customer Service procedure by 2021 as part of town policy review process
- Ensure ongoing compliance

Information and Communications

Outlines how the Town will create, provide and receive information and communications in ways that are accessible for people with disabilities.

Feedback

January 1, 2014

Ensure processes for receiving and responding to feedback are accessible for persons with disabilities by providing/arranging for accessible formats and communications supports, upon request. Notify the public about availability of accessible formats and communication supports.

2012-2017 Key Accomplishments

- Created Accessible Information and Communications procedure to incorporate all requirements of the Information and Communications Standard; received by Council in 2012. Updated procedure in 2016
- Multi-channel options for providing and responding to feedback including accessible online customer service feedback form
- Statement about availability of accessible formats and communication supports posted on town website
- Statement created about availability of accessibility supports for town meetings, events, surveys and any instance when feedback is requested by the Town
- Vendor of record for accessible document training, document conversion services and communication supports available on town intranet

2018-2023 Key Actions

- Update Accessible Information and Communication procedure by 2021 as part of town policy review process
- Ensure ongoing compliance

Accessible Formats and Communication Supports

January 1, 2015

Provide accessible formats and communications supports for persons with disabilities in a timely manner and cost that is no more than the regular cost charged to other persons, upon request. Notify the public about availability of accessible formats and communication supports.

2012-2017 Key Accomplishments

- Created Accessible Information and Communications procedure to incorporate all requirements of the Information and Communications Standard; received by Council in 2012. Updated procedure in 2016
- Town-wide process for responding to requests for accessible documents and communications supports implemented
- Training on creating accessible documents rolled out to all web publishers and staff in Corporate Communications, Clerk's, and the Office of the Mayor and Council
- Tutorial and reference guide on creating accessible documents developed, rolled out to staff and available on town intranet
- Statement about availability of accessible formats and communication supports maintained on website and key documents posted on town website in accessible format including Council's Strategic Plan, Multi-Year Accessibility Plan, Accessibility Annual Status Update, Accessibility Actions, Transit Accessibility Plan, Accessibility Advisory Committee brochure, 2016 Annual Report
- Statement created about availability of accessibility supports for town meetings, events, surveys and any instance when feedback is requested by the Town

2018-2023 Key Actions

- Provide training to staff on creating accessible documents, as required
- Update Accessible Information and Communication procedure by 2021 as part of town policy review process
- Ensure ongoing compliance

Emergency Procedure, Plans or Public Safety Information

January 1, 2012

Provide emergency procedures, plans or public safety information that is publicly available in an accessible format or with appropriate communication supports, upon request.

2012-2017 Key Accomplishments

- Annual town emergency plan posted on town website in an accessible format
- Statement about availability of accessible formats and communication supports posted on town website

2018-2023 Key Actions

- Ensure ongoing compliance

Accessible Websites and Web Content, WCAG Level A

January 1, 2014 (applies to web content published on websites after January 1, 2012)

Ensure new internet websites and web content conforms to WCAG 2.0 Level A.

2012-2017 Key Accomplishments

- Regularly reviewed compliance of tecumseh.ca through accessibility quality tool
- Evaluated new responsive design through accessibility tools and vendor
- Worked to meet WCAG 2.0 Level A and AA requirements
- Provided training and support to all web publishers on web content accessibility and creating accessible documents
- Key documents posted on town website in accessible format including Council's Strategic Plan, Multi-Year Accessibility Plan, Accessibility Annual Status Update, Accessibility Actions, Transit Accessibility Plan, Accessibility Advisory Committee brochure, 2016 Annual Report

2018-2023 Key Actions

- Provide training to staff, as required
- Ensure ongoing compliance

Accessible Websites and Web Content, WCAG Level AA

January 1, 2021

Ensure internet websites and web content conforms with WCAG 2.0 Level AA, other than success criteria 1.2.4 captions (live) and success criteria 1.2.5 audio descriptions (pre-recorded).

2012-2017 Key Accomplishments

- Work to meet WCAG 2.0 Level A and AA requirements

2018-2023 Key Actions

- Incorporate WCAG 2.0 Level AA requirements on all town web properties
- Develop and provide templates and guidance to staff on accessible web content
- Develop and update standards and guides for accessible digital, marketing and media content
- Provide training to staff, as required
- Ensure ongoing compliance

Public Libraries

January 1, 2013

Provide access to, or arrange for, accessible materials where they exist. Make information about accessible materials publicly available and provide in an accessible format or with appropriate communication supports, upon request. Provide accessible formats for archival materials, special collections, rare books and donations.

2012-2017 Key Accomplishments

- Content provided in a variety of formats in all branches; customers can request alternate formats through online and print forms
- Specialized reading aids offered, including SmartView, Zoom Text in five of six branches and Kurzweil Reading Machines in three of six branches
- Provided delivery and pick-up services of library materials to program users
- Increased digital content offered
- Opened first digital library hub at Iroquois Ridge Recreation Centre

- Established a multi-channel feedback process

2018-2023 Key Actions

- Ensure ongoing compliance

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Employment

Outlines how the Town will make employment practices and its workplace more accessible to potential and existing employees with disabilities.

Recruitment

January 1, 2014

Notify employees and the public about availability of accommodation for applicants with disabilities in the recruitment processes.

2012-2017 Key Accomplishments

- Created Accessible Employment procedure to incorporate all requirements of the Employment Standard; received by Council in 2012. Updated procedure in 2016
- Employment opportunities web page updated to include statement of availability of accessibility accommodations in recruitment process
- Acknowledgement statement on job applications updated to include statement of availability of accessibility accommodations in recruitment process

2018-2023 Key Actions

- Partner with community organizations to support two-way access to people of all abilities
- Update Accessible Employment and Accommodation procedures by 2021 as part of town policy review process
- Ensure ongoing compliance

Recruitment, Assessment or Selection Process

January 1, 2014

Notify job applicants that accommodations are available in relation to the materials or processes used during the recruitment process, upon request.

2012-2017 Key Accomplishments

- Created Accessible Employment procedure to incorporate all requirements of the Employment Standard; received by Council in 2012. Updated procedure in 2016

- Updated recruitment process to ensure candidates are notified of the availability of accessibility accommodations when contacted for an interview or assessment

2018-2023 Key Actions

- Update Accessible Employment and Accommodation procedures by 2021 as part of town policy review process
- Ensure ongoing compliance

Notice to Successful Applicants

January 1, 2014

Notify successful applicants of policies for accommodating employees with disabilities, when making offers of employment.

2012-2017 Key Accomplishments

- Created Accessible Employment procedure to incorporate all requirements of the Employment Standard; received by Council in 2012. Updated procedure in 2016
- Created Accommodation procedure to support employees who need temporary or permanent work accommodation as part of Respectful Conduct policy
- Ensure new employees are made aware of town's Accommodation procedure through town's online on-boarding process
- Surveyed new employees on need for work accommodation and assistance during an emergency

2018-2023 Key Actions

- Update Accessible Employment and Accommodation procedures by 2021 as part of town policy review process
- Ensure ongoing compliance

Informing Employees of Supports

January 1, 2014

Inform employees of policies to support employees with disabilities.

2012-2017 Key Accomplishments

- Created Accessible Employment procedure to incorporate all requirements of the Employment Standard; received by Council in 2012. Updated procedure in 2016
- Created Accommodation procedure to support employees who need temporary or permanent work accommodation as part of Respectful Conduct policy
- Updated orientation materials to inform new employees of policies and procedures to support employees with disabilities during on-boarding and orientation

2018-2023 Key Actions

- Update Accessible Employment and Accommodation procedures by 2021 as part of town policy review process 5
- Ensure ongoing compliance

Accessible Formats and Communication Supports for Employees

January 1, 2014

Provide or arrange for accessible formats and communication supports for information needed to perform job duties and information generally available to employees in the workplace, upon request.

2012-2017 Key Accomplishments

- Created Accessible Employment procedure to incorporate all requirements of the Employment Standard; received by Council in 2012. Updated procedure in 2016
- Created Accommodation procedure to support employees who need temporary or permanent work accommodation as part of Respectful Conduct policy
- Accessible formats and communication supports provided to employees

2018-2023 Key Actions

- Update Accessible Employment and Accommodation procedures by 2021 as part of town policy review process
- Ensure ongoing compliance

Workplace Emergency Response Information

January 1, 2012

Provide individual workplace emergency response information to employees who have a disability, as required.

2012-2017 Key Accomplishments

- Created Accessible Employment procedure to incorporate all requirements of the Employment Standard; received by Council in 2012. Updated procedure in 2016
- Created Accommodation procedure to support employees who need temporary or permanent work accommodation as part of Respectful Conduct policy
- Individual accommodation plans created for employees requesting assistance
- Individual accommodation plans reviewed annually

2018-2023 Key Actions

- Review and update individual accommodation plans annually
- Update Accessible Employment and Accommodation procedures by 2021 as part of town policy review process
- Ensure ongoing compliance

Documented Individual Accommodation Plans

January 1, 2014

Develop and implement a written process for documentation of individual accommodation plans for employees with disabilities.

2012-2017 Key Accomplishments

- Created Accessible Employment procedure to incorporate all requirements of the Employment Standard; received by Council in 2012. Updated procedure in 2016
- Created Accommodation procedure to support employees who need temporary or permanent work accommodation as part of Respectful Conduct policy

2018-2023 Key Actions

- Support employees who need temporary or permanent work accommodation

- Update Accessible Employment and Accommodation procedures by 2021 as part of town policy review process
- Ensure ongoing compliance

Return to Work Process

January 1, 2014

Develop a return to work process for employees who have been absent from work due to a disability and require disability-related accommodations to return to work.

2012-2017 Key Accomplishments

- Created Accessible Employment procedure to incorporate all requirements of the Employment Standard; received by Council in 2012. Updated procedure in 2016
- Created Accommodation procedure to support employees who need temporary or permanent work accommodation as part of Respectful Conduct policy
- Implemented return to work and employment accommodation program

2018-2023 Key Actions

- Work with employees returning to work who require accessibility accommodations
- Update Accessible Employment and Accommodation procedures by 2021 as part of town policy review process
- Ensure ongoing compliance

Performance Management and Career Development and Advancement

January 1, 2014

Consider accessibility needs of employees with disabilities and individual accommodation plans during the performance management process and when providing career development and advancement.

2012-2017 Key Accomplishments

- Created Accessible Employment procedure to incorporate all requirements of the Employment Standard; received by Council in 2012. Updated procedure in 2016

- Created Accommodation procedure to support employees who need temporary or permanent work accommodation as part of Respectful Conduct policy

2018-2023 Key Actions

- Consider accessibility needs during performance management process and when providing career development and advancement
- Update Accessible Employment and Accommodation procedures by 2021 as part of town policy review process
- Ensure ongoing compliance

Transportation

Outlines how the Town will make it easier for anyone to use its public transportation services.

Availability of Information on Accessibility Equipment, Etc.

January 1, 2012

Make available to the public current information on accessibility equipment and features of vehicles, routes and services, and provide in an accessible format, upon request.

2012-2017 Key Accomplishments

- Created Accessible Transportation procedure to incorporate all requirements of the Transportation Standard; received by Council in 2012. Updated procedure in 2016 Information on accessibility equipment and features of vehicles provided on request Review and update transit print material

2018-2023 Key Actions

- Update Accessible Transportation procedure by 2021 as part of town policy review process
- Ensure ongoing compliance

Non-Functioning Accessibility Equipment

July 1, 2011

Take reasonable steps to accommodate persons with disabilities who would use the equipment and repair equipment as soon as possible, if accessibility equipment in a vehicle is not functioning and equivalent service cannot be provided.

2012-2017 Key Accomplishments

- Created Accessible Transportation procedure to incorporate all requirements of the Transportation Standard; received by Council in 2012. Updated procedure in 2016
- Reasonable steps taken to accommodate persons with disabilities where accessibility equipment was not functioning
- Implemented maintenance process for vehicles and equipment

2018-2023 Key Actions

- Ensure reasonable steps are taken to accommodate persons with disabilities if accessibility equipment is not functioning
- Implement maintenance process for vehicles and equipment
- Update Accessible Transportation procedure by 2021 as part of town policy review process

Accessibility Training

January 1, 2014

Conduct employee and volunteer accessibility training as prescribed, in addition to training requirements under the General Requirements section.

2012-2017 Key Accomplishments

- Conducted accessibility training for transit drivers on safe use of accessibility equipment and features, acceptable modifications and emergency preparedness

2018-2023 Key Actions

- Conduct ongoing training as required

Emergency Preparedness and Response Policies

January 1, 2012

Establish emergency preparedness and response policies that provide for the safety of persons with disabilities, make policies available to the public and provide in an accessible format, upon request.

2012-2017 Key Accomplishments

- Created Accessible Transportation procedure to incorporate all requirements of the Transportation Standard; received by Council in 2012. Updated procedure in 2016
- Developed emergency preparedness and response policies that provide for the safety of persons with disabilities
- Provided policies in an accessible format, upon request

2018-2023 Key Actions

- Provide emergency preparedness and response policies that provide for the safety of persons with disabilities, in an accessible format, upon request
- Update Accessible Transportation procedure by 2021 as part of town policy review process

Fares, Support Persons

January 1, 2014

Provide no-charge fare to a support person who is accompanying a person with a disability where a support person is needed.

2012-2017 Key Accomplishments

- Created Accessible Transportation procedure to incorporate all requirements of the Transportation Standard; received by Council in 2012. Updated procedure in 2016
- Provided no-charge fare on both Tecumseh Transit conventional service and care-A-van specialized service to a support person who is accompanying a person with a disability
- Introduced support person identification card

2018-2023 Key Actions

- Provide no-charge fare on both Tecumseh Transit conventional service and care-A-van specialized service to a support person who is accompanying a person with a disability
- Update Accessible Transportation procedure by 2021 as part of town policy review process

Transition Existing Contracts and Vehicles

Dates as prescribed

Transition conventional vehicles existing as of June 30, 2011, to meet requirements. Meet technical requirements to retrofit as required. Meet accessibility requirements when modifying or upgrading a portion of a vehicle after July 1, 2011.

2012-2017 Key Accomplishments

- No existing or outstanding contracts to purchase vehicles as per the prescribed dates
- Provided 100 per cent low floor on Tecumseh Transit bus fleet
- Vehicle specifications were identified through joint process with Metrolinx

2018-2023 Key Actions

- Provide 100 per cent low floor on Tecumseh Transit bus fleet
- Ensure ongoing review if modifications are required

Accessibility Plans, Conventional Transportation Services

January 1, 2013

Establish a transit accessibility plan that identifies conventional and specialized transportation services, in addition to the multi-year accessibility plan. Hold one annual public meeting involving persons with disabilities to review the plan. Identify process for managing, evaluating and taking action on customer feedback.

2012-2017 Key Accomplishments

- Tecumseh Transit Accessibility Plan developed annually, which includes both Tecumseh Transit conventional and care-A-van specialized services
- Feedback on plan received through annual public consultation with AAC and persons with disabilities
- Conducted transit service design standards strategic review in 2017, consulted with AAC

2018-2023 Key Actions

- Develop Tecumseh Transit Accessibility Plan annually and include both Tecumseh Transit conventional and care-A-van specialized services
- Hold annual public consultation with AAC and persons with disabilities

Accessibility Plans, Specialized Transportation Services

January 1, 2013

Identify process for estimating demand for specialized transportation services. Develop steps to reduce wait times for specialized transportation services.

2012-2017 Key Accomplishments

- Developed process to establish demand for care-A-van specialized service and steps to reduce waiting times
- Tecumseh Transit Accessibility Plan developed annually and includes both Tecumseh Transit conventional and care-A-van specialized services
- Feedback on plan received through annual public consultation with AAC and persons with disabilities
- Launched new Intelligent Transportation System in 2015 including real-time tracking to improve service delivery and reduce wait times
- Conducted transit service design standards strategic review in 2017, consulted with AAC

2018-2023 Key Actions

- Address demand for care-A-van specialized service and implement steps to reduce wait times
- Develop Tecumseh Transit Accessibility Plan annually and include both Tecumseh Transit conventional and care-A-van specialized services
- Hold annual public consultation with AAC and persons with disabilities

Accessibility Plans, Conventional and Specialized Transportation Services

January 1, 2013

Describe procedures for dealing with accessibility equipment failures on both types of transportation vehicles in transit accessibility plan.

2012-2017 Key Accomplishments

- Procedures for dealing with accessibility equipment failures included in annual Tecumseh Transit Accessibility Plan

- Tecumseh Transit Accessibility Plan developed annually and includes both Tecumseh Transit conventional and care-A-van specialized services
- Feedback on plan received through annual public consultation with AAC and persons with disabilities

2018-2023 Key Actions

- Include procedures in annual Tecumseh Transit accessibility plan
- Develop Tecumseh Transit Accessibility Plan annually and include both Tecumseh Transit conventional and care-A-van specialized services
- Hold annual public consultation with AAC and persons with disabilities

General Responsibilities

January 1, 2012

Deploy lifting devices, ramps or portable bridge plates, upon request. Ensure adequate time is provided to safely board, be secured and deboard transportation vehicles with assistance, upon request. Assist with safe and careful storage of mobility aids or assistive devices. Allow persons with disabilities to travel with medical aid. Make information available in an accessible format, upon request.

2012-2017 Key Accomplishments

- Assist persons with disabilities by complying with all requirements
- Accessibility training for transit drivers provided on an ongoing basis

2018-2023 Key Actions

- Provide accessibility training for transit drivers
- Ensure ongoing compliance

Alternative Accessible Method of Transportation

January 1, 2013

Provide specialized transportation services to persons with disabilities who are unable to use conventional transportation services.

2012-2017 Key Accomplishments

- Provided care-A-van specialized service as an alternate accessible method of transportation to Tecumseh Transit conventional service
- Launched home to Hub, on-request transit service in 2015 delivering convenient transit services to the new communities of north Tecumseh through co-mingling specialized and conventional transit trips

2018-2023 Key Actions

- Provide care-A-van specialized service
- Provide Home to Hub, on-request transit service

Fares

July 1, 2011

Provide same fare structure to persons with disabilities.

2012-2017 Key Accomplishments

- Offered same fare structure to persons with disabilities on Tecumseh Transit conventional service and care-A-van specialized service

2018-2023 Key Actions

- Offer same fare structure to persons with disabilities on Tecumseh Transit conventional service and care-A-van specialized service

Transit Stops

January 1, 2012 Allow persons with disabilities to board/deboard at a safe location if an official stop is not accessible.

2012-2017 Key Accomplishments

- Allow non-official, safe location transit stops
- Audit of all transit stop locations to identify and prioritize opportunities to improve accessibility ongoing

2018-2023 Key Actions

- Allow non-official, safe location transit stops, when required
- Improve accessibility of transit stop locations

Storage of Mobility Aids, Etc.

January 1, 2012

Safely store and secure mobility aids and assistive devices at no charge (July 1, 2011).

2012-2017 Key Accomplishments

- Stored and secured mobility aids and assistive devices in all transportation vehicles
- Trained transit drivers on safe securement of mobility aids and devices
- Provide this service at no charge

2018-2023 Key Actions

- Ensure ongoing compliance

Priority Seating

January 1, 2012

Clearly mark priority seating for persons with disabilities, located as close as possible to the vehicle entrance. Provide signs to indicate that other passengers vacate seating if required by a person with a disability. Develop communications strategy.

2012-2017 Key Accomplishments

- Priority and courtesy seating for persons with disabilities on all Tecumseh Transit buses; decals installed
- Developed and implemented communications strategy with materials created as industry standard by Ontario Public Transportation Association (OPTA)
- Information regarding priority and courtesy seating provided on transit website and available in alternate formats upon request

2018-2023 Key Actions

- Equip new vehicles with decals designating priority seating area

Service Disruptions

July 1, 2013

Make available alternate accessible arrangements to transfer persons with disabilities to their route destination where a route or scheduled service is temporarily changed and known in advance of the trip.

2012-2017 Key Accomplishments

- Known service disruption information posted on Tecumseh Transit website, RSS feed and communicated through social media
- Alternate accessible arrangements made to transfer persons with disabilities to their route destination where a route or scheduled service is temporarily changed and known in advance of the trip

2018-2023 Key Actions

- Provide service disruption information on Tecumseh Transit website, RSS feed and through social media
- Provide alternate accessible arrangements to transfer persons with disabilities to their route destination where a route or scheduled service is temporarily changed and known in advance of the trip

Pre-Boarding Announcements

July 1, 2011

Provide pre-boarding verbal announcements of the route, direction, destination or next major stop, upon request.

2012-2017 Key Accomplishments

- Verbally announced route, direction, destination or next major stop, on request until Intelligent Transportation System introduced
- Launched new Intelligent Transportation System in 2015 which provides electronic pre-boarding and on-board visual and verbal announcements of route, direction, destination or next major stop

2018-2023 Key Actions

- Ensure ongoing compliance

Electronic Pre-Boarding Announcements

January 1, 2017

Provide electronic pre-boarding announcements of route, direction, destination or next major stop and ensure announcements satisfy signage requirements.

2012-2017 Key Accomplishments

- Launched new Intelligent Transportation System in 2015 which provides electronic pre-boarding and on-board visual and verbal announcements of route, direction, destination or next major stop

2018-2023 Key Actions

- Ensure ongoing compliance

On-Board Announcements

July 1, 2011

Provide audible verbal announcements of all destination points or available route stops.

2012-2017 Key Accomplishments

- Verbally announced route, direction, destination or next major stop, on request until Intelligent Transportation System introduced
- Launched new Intelligent Transportation System in 2015 which provides electronic pre-boarding and on-board visual and verbal announcements of route, direction, destination or next major stop

2018-2023 Key Actions

- Ensure ongoing compliance

On-Board Announcements – Visual and Audible Transmission of Information

January 1, 2017

Provide destination points or available route stops by announcing and legibly and visually displaying through electronic means; and visually displaying destination points or stop information to satisfy signage requirements.

2012-2017 Key Accomplishments

- Launched new Intelligent Transportation System in 2015 which provides electronic pre-boarding and on-board visual and verbal announcements of route, direction, destination or next major stop

2018-2023 Key Actions

- Ensure ongoing compliance

Requirements Re: Grab Bars, Etc.

Applies to conventional transportation vehicles manufactured on or after January 1, 2013

Equip vehicles with grab bars, handholds, handrails or stanchions, as prescribed.

2012-2017 Key Accomplishments

- Met all requirements for equipping vehicles with grab bars, handholds, handrails, stanchions, minimal glare and slip resistant floors, allocated mobility aid spaces equipped with securement devices, accessible stop-requests, lightning features, signage, lifting devices, steps, indicators and alarms, as prescribed
- Procured vehicles through Metrolinx joint procurement process and town process to ensure all vehicle purchases adhere to specifications

2018-2023 Key Actions

- Ensure ongoing compliance

Floors and Carpeted Surfaces

Applies to conventional transportation vehicles manufactured on or after January 1, 2013

Have minimal glare and slip resistant floors. Ensure any carpeted surfaces have a low, firm and level pile or loop, and are securely fastened.

2012-2017 Key Accomplishments

- Met all requirements for equipping vehicles with grab bars, handholds, handrails, stanchions, minimal glare and slip resistant floors, allocated mobility aid spaces equipped with securement devices, accessible stop-requests, lightning features, signage, lifting devices, steps, indicators and alarms, as prescribed
- Procured vehicles through Metrolinx joint procurement process and town process to ensure all vehicle purchases adhere to specifications

2018-2023 Key Actions

- Ensure ongoing compliance

Allocated Mobility Aid Spaces

Applies to conventional transportation vehicles manufactured on or after January 1, 2013

Have two or more mobility aid spaces that meet space requirements and are equipped with securement devices.

2012-2017 Key Accomplishments

- Met all requirements for equipping vehicles with grab bars, handholds, handrails, stanchions, minimal glare and slip resistant floors, allocated mobility aid spaces equipped with securement devices, accessible stop-requests, lightning features, signage, lifting devices, steps, indicators and alarms, as prescribed
- Procured vehicles through Metrolinx joint procurement process and town process to ensure all vehicle purchases adhere to specifications

2018-2023 Key Actions

- Ensure ongoing compliance

Stop-Requests

Applies to conventional transportation vehicles manufactured on or after January 1, 2013

Equip vehicles with accessible stop-requests that meet the prescribed standards.

2012-2017 Key Accomplishments

- Met all requirements for equipping vehicles with grab bars, handholds, handrails, stanchions, minimal glare and slip resistant floors, allocated mobility aid spaces equipped with securement devices, accessible stop-requests, lightning features, signage, lifting devices, steps, indicators and alarms, as prescribed
- Procured vehicles through Metrolinx joint procurement process and town process to ensure all vehicle purchases adhere to specifications

2018-2023 Key Actions

- Ensure ongoing compliance

Lighting Features

Applies to conventional transportation vehicles manufactured on or after January 1, 2013

Equip passenger access door area with lights that are constantly lit when the door is open, and that illuminate the lifting device, ramp, portable bridge plate or step nosings, and meet the prescribed light standards.

2012-2017 Key Accomplishments

- Met all requirements for equipping vehicles with grab bars, handholds, handrails, stanchions, minimal glare and slip resistant floors, allocated mobility aid spaces equipped with securement devices, accessible stop-requests, lightning features, signage, lifting devices, steps, indicators and alarms, as prescribed
- Procured vehicles through Metrolinx joint procurement process and town process to ensure all vehicle purchases adhere to specifications

2018-2023 Key Actions

- Ensure ongoing compliance

Signage

Applies to conventional transportation vehicles manufactured on or after January 1, 2013

Have signs that identify routes, directions, destinations or next major stops displayed in a manner that meet prescribed requirements (shape, colour, and placement).

2012-2017 Key Accomplishments

- Met all requirements for equipping vehicles with grab bars, handholds, handrails, stanchions, minimal glare and slip resistant floors, allocated mobility aid spaces equipped with securement devices, accessible stop-requests, lightning features, signage, lifting devices, steps, indicators and alarms, as prescribed
- Procured vehicles through Metrolinx joint procurement process and town process to ensure all vehicle purchases adhere to specifications

2018-2023 Key Actions

- Ensure ongoing compliance

Lifting Devices, Etc.

Applies to conventional transportation vehicles manufactured on or after January 1, 2013

Equip vehicles with lifting devices, ramps or portable bridge plates that meet the prescribed requirements.

2012-2017 Key Accomplishments

- Met all requirements for equipping vehicles with grab bars, handholds, handrails, stanchions, minimal glare and slip resistant floors, allocated mobility aid spaces equipped with securement devices, accessible stop-requests, lightning features, signage, lifting devices, steps, indicators and alarms, as prescribed
- Procured vehicles through Metrolinx joint procurement process and town process to ensure all vehicle purchases adhere to specifications

2018-2023 Key Actions

- Ensure ongoing compliance

Steps

Applies to conventional and specialized transportation vehicles manufactured on or after January 1, 2013

Equip vehicles with steps that meet the prescribed requirements (colour, surface, and dimension).

2012-2017 Key Accomplishments

- Provide 100 percent low floor, ramp-equipped bus fleet

2018-2023 Key Actions

- Provide 100 percent low floor, ramp-equipped bus fleet

Indicators and Alarms

Applies to conventional and specialized transportation vehicles manufactured on or after January 1, 2013

Equip vehicles with a ramp, lifting device or kneeling function with appropriate visual and audible warning indicators and alarms.

2012-2017 Key Accomplishments

- Met all requirements for equipping vehicles with grab bars, handholds, handrails, stanchions, minimal glare and slip resistant floors, allocated mobility aid spaces equipped with securement devices, accessible stop-requests, lightning features, signage, lifting devices, steps, indicators and alarms, as prescribed
- Procured vehicles through Metrolinx joint procurement process and town process to ensure all vehicle purchases adhere to specifications

2018-2023 Key Actions

- Ensure ongoing compliance

Categories of Eligibility

January 1, 2017

Establish three categories of eligibility to qualify for specialized transportation services: unconditional, temporary and conditional eligibility.

2012-2017 Key Accomplishments

- Categories of eligibility implemented for care-A-van specialized services January 1, 2014 based on town criteria
- Unconditional, temporary and conditional categories of eligibility implemented January 1, 2017

2018-2023 Key Actions

- Ensure ongoing compliance

Eligibility Application Process

January 1, 2014

Provide temporary specialized transportation services (within 14 calendar days) after completed application is received at no charge until a decision on eligibility is made and provide in an accessible format, upon request.

2012-2017 Key Accomplishments

- Application for care-A-van specialized services provided at no-charge

2018-2023 Key Actions

- Provide application for care-A-van specialized services at no charge

Eligibility Appeal Process

January 1, 2014

Establish independent appeal process to review decisions respecting eligibility, make decision within 30 calendar days, grant temporary eligibility until final decision is made and provide in accessible format, upon request.

2012-2017 Key Accomplishments

- Launched joint appeal process for specialized transit eligibility with Tecumseh, Milton and Burlington

2018-2023 Key Actions

Emergency or Compassionate Grounds

January 1, 2014

Develop procedures for temporary specialized transportation services earlier than 14 calendar days where services are required because of an emergency or on compassionate grounds, and where there are no other accessible transportation services to meet the person's needs.

2012-2017 Key Accomplishments

- Created Accessible Transportation procedure to incorporate all requirements of the Transportation Standard; received by Council in 2012. Updated procedure in 2016
- Documented procedure for temporary specialized transportation earlier than 14 calendar days where services are required because of an emergency or on compassionate grounds

2018-2023 Key Actions

- Provide service for temporary specialized transportation earlier than 14 calendar days where services are required because of an emergency or on compassionate grounds
- Update Accessible Transportation procedure by 2021 as part of Town policy review process

Fare Parity

January 1, 2013

Provide fare parity, same fare structure and fare payment options on conventional and specialized transportation services.

2012-2017 Key Accomplishments

- Offer fare parity, same fare structure and payment options on both Tecumseh Transit and care-A-van specialized service; introduced in 2008
- Provide alternative fare payments to persons with disabilities

2018-2023 Key Actions

- Ensure ongoing compliance

Visitors

January 1, 2013

Make specialized transportation services available to visitors with disabilities who meet eligibility criteria.

2012-2017 Key Accomplishments

- Created Accessible Transportation procedure to incorporate all requirements of the Transportation Standard; received by Council in 2012. Updated procedure in 2016
- Implemented procedure to make care-A-van specialized service available to visitors with disabilities who meet eligibility criteria

2018-2023 Key Actions

- Update Accessible Transportation procedure by 2021 as part of Town policy review process
- Ensure ongoing compliance

Origin to Destination Services

July 1, 2011

Provide origin to destination services that meet the needs of persons with disabilities.

2012-2017 Key Accomplishments

- Origin to destination services provided on care-A-van specialized service
- Provided Home to Hub, on-request transit service launched in 2015 delivering convenient transit services to the new communities of north Tecumseh through co-mingling specialized and conventional transit trips

2018-2023 Key Actions

- Ensure ongoing compliance

Co-ordinated Service

January 1, 2013

Facilitate connections between specialized transportation services, when provided in adjacent municipalities with contiguous urban areas, and determine the accessible stops and drop off locations.

2012-2017 Key Accomplishments

- Provided transfers between adjacent municipalities with contiguous urban areas (Tecumseh to Windsor)

2018-2023 Key Actions

- Provide transfers between adjacent municipalities with contiguous urban areas (Tecumseh to Windsor)

Hours of Service

January 1, 2013

Provide same hours and days of service on both conventional and special transportation services.

2012-2017 Key Accomplishments

- Provided same hours and days of services on both Tecumseh Transit conventional service and care-A-van specialized service

2018-2023 Key Actions

- Ensure ongoing compliance

Booking

January 1, 2014

Provide same-day service to extent that it is available. When not available, accept booking requests up to three hours prior to the intended day of travel. Provide accessible means to accept reservations.

2012-2017 Key Accomplishments

- Accept reservations via phone (Bell Relay service is available), online, interactive voice response (IVR) and through a mobile app
- After-hours booking for specialized transit provided through Tecumseh Transit control centre

2018-2023 Key Actions

- Ensure ongoing compliance

Trip Restrictions

January 1, 2014

Provide unlimited number of trips for persons with disabilities.

2012-2017 Key Accomplishments

- Created Accessible Transportation procedure to incorporate all requirements of the Transportation Standard; received by Council in 2012. Updated procedure in 2016
- Provided unlimited number of trips for persons with disabilities on care-A-van specialized service

2018-2023 Key Actions

- Update Accessible Transportation procedure by 2021 as part of Town policy review process
- Ensure ongoing compliance

Service Delays

January 1, 2013

Provide information on duration of service delays on specialized transportation to affected passengers. A service delay is a delay of 30 minutes or more after the scheduled pick-up time.

2012-2017 Key Accomplishments

- Service disruption information posted on Tecumseh Transit website, RSS feed and communicated through social media
- Service disruption information provided to impacted customers when a service delay of 30 minutes or more is known

2018-2023 Key Actions

- Ensure ongoing compliance

Companions and Children

January 1, 2012

Allow companions and dependent children to travel with persons with disabilities when possible.

2012-2017 Key Accomplishments

- Allowed companions and dependent children to travel with persons with disabilities when possible

2018-2023 Key Actions

- Ensure ongoing compliance

Duties of Municipalities, General

January 1, 2013

Consult with AAC, persons with disabilities and the public in development of accessible design criteria for accessible bus stops and shelters, and incorporate steps to be taken in accessibility plan.

2012-2017 Key Accomplishments

- Accessibility audit of bus stops and shelters completed in 2014. Accessibility improvements of bus stops ongoing
- Transit Services staff consulted with AAC on accessible design criteria for accessible bus stops and shelters

2018-2023 Key Actions

- Improve accessibility of bus stops
- Incorporate universal design in future infrastructure plans

Duties of Municipalities, Accessible Taxicabs

January 1, 2013

Consult with AAC, persons with disabilities and the public to determine the proportion of on-demand accessible taxicabs required in the community. Identify progress made toward meeting the need for on-demand accessible taxicabs in accessibility plan.

2012-2017 Key Accomplishments

- Created Accessible Transportation procedure to incorporate all requirements of the Transportation Standard; received by Council in 2012. Updated procedure in 2016
- Municipal Enforcement Services consulted with taxicab brokerages, Transit Services staff and the AAC to discuss accessible taxicab service in 2013 and 2015
- Online and print survey conducted for care-A-van specialized service riders, AAC, taxicab industry and public as part of comprehensive taxi by-law review in 2015
- New taxicab license plate issuance model presented to Council in 2015 which addressed on-demand accessible taxicab service
- Consulted with AAC on accessibility for alternative ground transportation services in 2016
- Municipal Enforcement Services consulted with AAC on taxi regulation review in 2017

2018-2023 Key Actions

- Consult with AAC, persons with disabilities and public on accessible taxicab service
- Update Accessible Transportation procedure by 2021 as part of Town policy review process

Duties of Municipalities, Taxicabs–Fare

July 1, 2011

Provide fare parity and store mobility aids or assistive devices at no charge.

2012-2017 Key Accomplishments

- Provided fare parity and store mobility aids and devices at no charge

2018-2023 Key Actions

- Ensure ongoing compliance

Vehicle Registration and Identification

January 1, 2012

Place vehicle registration and identification information on the rear bumper of the taxicab and provide in an accessible format, upon request.

2012-2017 Key Accomplishments

- Displayed vehicle identification on rear bumper and door in colour contrast
- Affixed taxi plate with vehicle identification to rear bumper
- Provided vehicle registration and identification information in an accessible format, upon request
- Provided accessibility training to new taxi drivers
- Included accessibility training as a portion of renewal process for existing drivers

2018-2023 Key Actions

- Ensure ongoing compliance

Design of Public Spaces

Outlines how the Town will make it easier for everyone to use its public spaces. This standard only applies to new construction and major changes to existing features of facilities owned, leased or operated by the Town.

Consultation, Recreational Trails

January 1, 2016

Consult with AAC, persons with disabilities and the public on the following design elements that may be part of a trail:

- The slope of the trail (e.g. the appropriate cross slope, running slope or both)
- Need for, and location of, ramps on the trail
- Need for, location and design of:
 - rest areas
 - passing areas
 - viewing areas
 - amenities on the trail
 - any other accessibility feature

2015-2017 Key Accomplishments

- Completed accessibility audit of town's recreational trail network for design elements in 2017
- Parks and Open Space staff consulted with AAC, persons with disabilities and the public on design elements of town trails in 2015

2018-2023 Key Actions

- Implement feedback on design elements of town's recreational trail network, where appropriate

Technical Requirements for Trails, General

January 1, 2016

Construct or redevelop trails with the width, height, surface and surface openings, edge protection, entrance and signage features that meet the prescribed standards.

2015-2017 Key Accomplishments

- Completed accessibility audit of town's recreational trail network for design elements in 2017
- Developed strategy to implement technical requirements in new construction or redevelopment plans, as prescribed. Consulted with AAC

2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans, as prescribed

Technical Requirements for Beach Access Routes, General

January 1, 2016

Construct or redevelop beach access routes with the width, height, surface and surface area, surface openings, changes in level, cross slope, running slope and entrance features that meet the prescribed standards.

2015-2017 Key Accomplishments

- Completed accessibility audit of town's recreational trail network for design elements in 2017
- Developed strategy to implement technical requirements in new construction or redevelopment plans, as prescribed. Consulted with AAC

2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans, as prescribed

Common Technical Requirements for Trails and Beach Access Routes, General

January 1, 2016

Construct or redevelop boardwalks with the width, height, surface and surface openings, edge protection and running slope features that meet the prescribed standards. Construct or redevelop ramps with the width, height, surface and surface openings, running slope, landings, handrails, wall or guard and edge protection that meet the prescribed standards.

2015-2017 Key Accomplishments

- Completed accessibility audit of town's recreational trail network for design elements in 2017
- Developed strategy to implement technical requirements in new construction or redevelopment plans, as prescribed. Consulted with AAC

2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans, as prescribed

Outdoor Public Use Eating Areas, General Requirements

January 1, 2016

Construct or redevelop public use eating areas that include the minimum number of accessible tables and have a firm, stable and level surface.

2015-2017 Key Accomplishments

- Created Tecumseh Universal Design Standards for Town facilities in 2015. The standards address these requirements and its use is mandatory for all construction projects at town facilities including new construction, additions, renovations and capital replacements

2018-2023 Key Actions

- Incorporate Tecumseh Universal Design Standards for Town facilities in new construction or redevelopment plans, as prescribed

Outdoor Play Spaces, Consultation Requirements

January 1, 2016

Consult with AAC, persons with disabilities and the public on the needs of children and caregivers with various disabilities when constructing new or redeveloping existing outdoor play spaces.

2015-2017 Key Accomplishments

- Parks and Open Space staff consulted with AAC, persons with disabilities and the public on design elements of outdoor play spaces in 2015

2018-2023 Key Actions

- Implement feedback on design elements of outdoor play spaces, where appropriate

Outdoor Play Spaces, Accessibility in Design

January 1, 2016

Design outdoor play spaces with accessibility features, such as sensory and active play components, and have a ground surface that is firm, stable, has impact attenuating properties and sufficient clearance for people with disabilities to move through, in and around the play space.

2015-2017 Key Accomplishments

- Developed strategy to implement technical requirements in new construction or redevelopment plans, as prescribed. Consulted with AAC

2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans,

Exterior Paths of Travel, Technical Requirements

January 1, 2016

Construct or redevelop exterior paths of travel with the width, height, surface and surface area, surface opening, changes in level, running and cross slope features that meet the prescribed standards.

2015-2017 Key Accomplishments

- Developed strategy to implement technical requirements in new construction or redevelopment plans, as prescribed. Consulted with AAC
- Engineering and Construction staff consulted with AAC on 2017 Transportation Capital Program

2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans, as prescribed

Exterior Paths of Travel, Ramps

January 1, 2016

Construct or redevelop ramps for exterior paths of travel with the width, surface, running slope, landings, openings in the surface, handrails, edge protection and wall and guard rail features that meet the prescribed standards.

2015-2017 Key Accomplishments

- Developed strategy to implement technical requirements in new construction or redevelopment plans, as prescribed. Consulted with AAC
- Engineering and Construction staff consulted with AAC on 2017 Transportation Capital Program

2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans, as prescribed

Exterior Paths of Travel, Stairs

January 1, 2016

Construct or redevelop stairs for exterior paths of travel with the tread, rise, run, tonal contrast, tactile walking surface indicator, handrail and guardrail features that meet the prescribed standards.

2015-2017 Key Accomplishments

- Developed strategy to implement technical requirements in new construction or redevelopment plans, as prescribed. Consulted with AAC

2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans, as prescribed

Exterior Paths of Travel, Curb Ramps

January 1, 2016

Construct or redevelop curb ramps for exterior paths of travel with the width, running/cross slope and tactile walking surface indicator features that meet the prescribed standards.

2015-2017 Key Accomplishments

- Developed strategy to implement technical requirements in new construction or redevelopment plans, as prescribed. Consulted with AAC
- Engineering and Construction staff consulted with AAC on 2017 Transportation Capital Program

2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans, as prescribed

Exterior Paths of Travel, Depressed Curbs

January 1, 2016

Construct or redevelop depressed curbs on exterior paths of travel with the running slope, direction of travel and tactile walking surface indicator features that meet the prescribed standards.

2015-2017 Key Accomplishments

- Developed strategy to implement technical requirements in new construction or redevelopment plans, as prescribed. Consulted with AAC
- Engineering staff consulted with AAC on 2017 Transportation Capital Program

2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans, as prescribed

Exterior Paths of Travel, Accessible Pedestrian Signals

January 1, 2016

Install or replace pedestrian signals at pedestrian crossovers with the tone, tactile arrows, activation features, travel indicators and mounting height and distance features that meet the prescribed standards.

2015-2017 Key Accomplishments

- Developed strategy to implement technical requirements in new construction or redevelopment plans, as prescribed

2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans, as prescribed

Exterior Paths of Travel, Rest Areas

January 1, 2016

Consult with AAC, persons with disabilities and the public on design and placement of rest areas along exterior paths of travel.

2015-2017 Key Accomplishments

- Engineering staff consulted with AAC, persons with disabilities and the public on design elements of rest areas in 2015
- Engineering staff consulted with AAC on 2017 Transportation Capital Program

2018-2023 Key Actions

- Implement feedback on design elements of rest areas, where appropriate

Types of Accessible Parking Spaces

January 1, 2016

Construct or redevelop off-street parking facilities with parking spaces that meet the type, width and signage features that meet the prescribed standards.

2015-2017 Key Accomplishments

- Developed strategy to implement technical requirements in new construction or redevelopment plans, as prescribed. Consulted with AAC

2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans, as prescribed

Access Aisles

January 1, 2016

Construct or redevelop access aisles for all parking spaces for the use of persons with disabilities in off-street parking facilities with the width, length, surface and marking features that meet the prescribed standards.

2015-2017 Key Accomplishments

- Developed strategy to implement technical requirements in new construction or redevelopment plans, as prescribed. Consulted with AAC

2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans, as prescribed

Minimum Number and Type of Accessible Parking Spaces

January 1, 2016

Construct or redevelop off-street parking facilities with a minimum number and type of accessible parking spaces that meet the prescribed standards.

2015-2017 Key Accomplishments

- Developed strategy to implement technical requirements in new construction or redevelopment plans, as prescribed. Consulted with AAC

2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans, as prescribed

Signage

January 1, 2016

Identify newly constructed or redeveloped accessible parking spaces with signage features that meet the prescribed standards.

2015-2017 Key Accomplishments

- Developed strategy to implement technical requirements in new construction or redevelopment plans, as prescribed. Consulted with AAC

2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans, as prescribed

On-Street Parking Spaces

January 1, 2016

Consult with AAC, persons with disabilities and the public on the need, location and design of accessible on-street parking spaces when constructing or redeveloping existing on-street parking spaces.

2015-2017 Key Accomplishments

- Municipal Enforcement Services staff consulted with AAC, persons with disabilities and the public on design elements of accessible on-street parking spaces in 2015

2018-2023 Key Actions

- Implement feedback on design elements of accessible on-street parking spaces, where appropriate

Service Counters

January 1, 2016

Construct or redevelop service counters with the minimum number of accessible service counters, height, knee clearance, floor space and signage, as prescribed.

2015-2017 Key Accomplishments

- Created Tecumseh Universal Design Standards for town facilities in 2015. The standards address these requirements and its use is mandatory for all construction projects at town facilities including new construction, additions, renovations and capital replacements

2018-2023 Key Actions

- Incorporate Tecumseh Universal Design Standards for town facilities in new construction or redevelopment plans, as prescribed

Fixed Queuing Guides

January 1, 2016

Construct or redevelop fixed queuing guides with the width, clear floor area and cane detectable elements, as prescribed.

2015-2017 Key Accomplishments

- Created Tecumseh Universal Design Standards for Town facilities in 2015. These standards address these requirements and its use is mandatory for all construction projects at town facilities including new construction, additions, renovations and capital replacements

2018-2023 Key Actions

- Incorporate Tecumseh Universal Design Standards for Town facilities in new construction or redevelopment plans, as prescribed

Waiting Areas

January 1, 2016

Construct or redevelop waiting areas with the minimum number of accessible seating, as prescribed.

2015-2017 Key Accomplishments

- Created Tecumseh Universal Design Standards for Town facilities in 2015. These standards address these requirements and its use is mandatory for all construction projects at town facilities including new construction, additions, renovations and capital replacements

2018-2023 Key Actions

- Incorporate Tecumseh Universal Design Standards for Town facilities in new construction or redevelopment plans, as prescribed

Maintenance of Accessible Elements

January 1, 2016

Include procedures for preventative and emergency maintenance of accessible elements and temporary disruptions to accessible public spaces that meet the prescribed standards.

2015-2017 Key Accomplishments

- Incorporate maintenance requirements, as prescribed

2018-2023 Key Actions

- incorporate maintenance requirements, as prescribed



2020 - 2021 Accessibility Plan

2020 - 2021 Town of Tecumseh Accessibility Plan

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Preamble

People with disabilities represent a significant and growing portion of our population. According to Statistics Canada, nearly 14% of Canadians age 15 or older 3.8 million people - reported having a disability. It is estimated that 20 percent of the population will have disabilities in two decades.

The purpose of the *Accessibility for Ontarians with Disabilities Act, 2005*, (AODA) is to improve opportunities for people with disabilities and to provide for their involvement in the identification, removal and prevention of barriers to their full participation in the life of the province. In order to achieve this goal the AODA mandates that all municipalities prepare annual accessibility plans.

The aim of this plan is to describe the measures that The Corporation of the Town of Tecumseh (Town) will take in 2020-2021, to identify, remove and prevent barriers to people with disabilities, including staff, in keeping with the Multi-Year Accessibility Plan.

The report also recognizes the Town's past commitments to accessibility planning by identifying previous barriers that have been removed.

Mandate

The primary purpose of the Tecumseh Accessibility Advisory Committee (TAAC) shall be to consult with and provide advice to Council on the annual municipal Accessibility Plan and the Multi-Year Accessibility Plan for the Town. The TAAC is also responsible for reviewing and advising Council on accessibility issues in accordance with the AODA (section 29, 4), including:

- Review in a timely manner the site plans and drawings described in section 41 on the *Planning Act* that the committee selects;
- Significant renovations of structures designated for municipal use by the Town;
- Goods and services provided by the Town or agents providing services under contract with the Town as defined under the AODA and any related regulations.

The Town Council shall seek advice from the committee on the accessibility for persons with disabilities to a building structure or premises, or part of a building, structure or premises in accordance with the AODA (section 29, 5), including:

- That the council purchases, constructs or significantly renovates;
- For which the council enters into a new lease; or
- That a person provides as municipal capital facilities under an agreement entered into with the council in accordance with section 110 of the *Municipal Act, 2001*, or section 252 of the *City of Toronto Act, 2006*. 2005 c. 11, s. 29 (5); 2006, c. 32, Sched. C, s. 1.

Objectives

This report:

- 1) Describes the process by which the Town identifies, removes and prevents barriers to people with disabilities.
- 2) Identifies previous initiatives that the Town has undertaken to remove and prevent barriers to people with disabilities.
- 3) Lists the facilities, policies, programs, practices and services that the Town will review in the coming year to identify barriers to people with disabilities.
- 4) Describes the measures the Town will take in the coming year to identify, remove and prevent barriers to people with disabilities.
- 5) Describes the ways that the Town will make this accessibility plan available to the public.

Description of The Town of Tecumseh

The Town of Tecumseh is an amalgamated municipality created from the former municipalities of the Village of St. Clair Beach, the Township of Sandwich South and the Town of Tecumseh.

The amalgamated Town is strongly characterized by its spirit and volunteerism. The Town's low municipal taxes, small town appeal, proximity to the City of Windsor, waterfront and two major transportation routes make it one of the more popular municipalities in the county, with a population of approximately 24,500.

Located within the Town is the Hamlet of Oldcastle which is one of the area's largest industrial parks. It houses many tool and mold shops which service the auto industry.

Agriculture is also a very important industry in the new Town as a majority of its 12,000 hectares is used for corn, wheat and soybeans.

Recreational facilities offered to community residents include: baseball and softball diamonds, soccer fields, golf courses, hockey rinks, tennis courts, swimming pools, sailing clubs, private marinas and a skate park. In 2004, the installation of a "Boundless Playground" in the Town's largest park, Lacasse Park, was funded by the Town, the Rotary Club of Windsor-St. Clair and the Ontario Trillium Foundation. This playground equipment is available to all children regardless of ability or disability.

In 2009, the Town and the Essex Region Conservation Authority partnered with the Province to construct a new wheelchair accessible trail at McAuliffe Park. This 860 metre trail has been paved to allow full access to a beautiful woodland lot, the Town's only conservation area.

A new, totally accessible waterfront park was completed in 2013. Some features include: disabled accessible parking, paved walkways with a full view of Lake St. Clair and beach areas, barrier free washroom facilities and picnic tables and an accessible gazebo.

The annual Tecumseh Corn Festival is held at Lacasse Park in late August and features a large parade, festival tents, outdoor stage shows, live bands, a carnival midway, food vendors, arts and crafts.

The Town's mission statement is to maintain its traditions of dynamic growth and leadership while managing efficient and effective delivery of services for sustainable prosperity; "a community proud of the past, confident in the future."

Disability: The AODA Definition

The AODA draws on the broad definition for disability that appears in the Ontario Human Rights Code. "Disability" is:

- 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 on 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.

TAAC Terms

The first TAAC was first appointed by Council on October 8, 2002, and is appointed for the term of the Council that appointed the members.

The TAAC shall meet quarterly at the Town municipal offices. Administrative support to the TAAC is provided by the Corporate Services & Clerks Department, including: recording minutes, preparing meeting agendas, making necessary arrangements for assistance and support for the TAAC Members and communicating the Member's comments and recommendations to Council and other Departments.

Agendas are distributed to TAAC Members in advance of the scheduled meeting date and are provided in an alternate format, upon request.

The TAAC is normally made up of one (1) member of Council, and members from the community. The AODA requires that the majority of the TAAC's members be persons with disabilities. Committee members are not compensated for attending meetings. The following are current TAAC Members:

- Councilor Tania Jobin
- Linda Stanczak
- David Golden
- Ron Doherty
- Catherine Rutherford
- Ron Matysek (Chair)

The role of the TAAC is to advise Council each year about the preparation, implementation and effectiveness of the Town's Multi-Year Accessibility Plan. The TAAC also serves as the accessibility working group used to identify barriers for people with disabilities and to make recommendations to Council.

Barrier Identification Process

The Town is committed to:

- Continually improving access to all municipally owned facilities, premises and services for all those with disabilities; and
- Providing quality services to all members of our community with disabilities.

The TAAC holds regular meetings to identify existing barriers to people with disabilities. Various representatives from Town Departments are invited to make presentations, reports and recommendations to the TAAC. The TAAC itemizes these barriers, identifies the appropriate department for review and potential implementation. The TAAC's minutes are submitted to Council for consideration.

The Accessibility Compliance Reports, the Accessibility Plan, Multi-Year Accessibility Plan, Tecumseh Transit Accessibility Plan, and agendas and minutes of TAAC meetings are posted on the Town's website, along with the Town's Integrated Accessibility Standards Regulation (IASR) Policy and Accessible Employment Practices Policy. The website also allows for feedback to be given on accessibility by means of an Accessible Customer Service Complaint and Feedback Form and a dedicated e-mail (accessibility@tecumseh.ca) for providing accessibility feedback.

AODA Key Areas of Accessibility

The AODA's purpose is to achieve accessibility for Ontarians with disabilities by January 1, 2025. The Integrated Accessibility Standards Regulation (IASR) Section, developed five (5) key areas:

- 1) Customer Service
- 2) Transportation Standards
- 3) Information and Communications
- 4) Employment Standards

5) Design of Public Spaces

The year 2020-2021 will see the Town focusing on the creation, implementation and enforcement of standards set out in the IASR.

Review and Monitoring of the Process

The TAAC will meet on a quarterly basis to review and monitor the progress of the Accessibility Plan and report to Council on the Plan's status, as well as make any necessary recommendations to ensure that the Plan is implemented.

Communication of the Plan

Copies of the Accessibility Plan are available at the Town of Tecumseh Municipal Office, 917 Lesperance Road, Tecumseh, Ontario. The Plan is also posted on the Town's website, at www.tecumseh.ca. The Plan will be available in alternate formats upon request.

Schedule A: Past Barrier Removal Initiatives**1995-1999**

1997 - Building of the Tecumseh Arena with full wheelchair access

2000-2004

2001 - Renovation of the Essex County Cada Library Complex with full wheelchair access

2002 - Installation of the Tecumseh Leisure Pool with full wheelchair access

2002 - Building the Town of Tecumseh Fire and Rescue Station #1 with full wheelchair access

2003 - Renovation of the Town of Tecumseh Municipal Complex with full wheelchair access

2004 - Installation of barrier free doors at the Golden Age Club with full wheelchair access

2004 - Installation of a boundless playground in Lacasse Park

2005-2009

2006 - Renovation of the Town of Tecumseh Municipal offices with full wheelchair access

2009 - Accessible swings installed at all play equipment sets

2010-2014

2010 - Customer service training provided to all Town staff in 2010 in accordance with Ontario Regulation 429/07

2011 - Implementation of annual funding agreements with the Community Support Centre for the provision of public transportation Services for the elderly and persons with disabilities

2012 - Installation of a wheelchair accessible ramp at the Tecumseh Area Historical Society

2013 - Installation of a roundabout at riverside drive and manning road with full access for blind and visually impaired pedestrians

2013 - Adoption of multi-year accessibility plan

2013 - BrowseAloud implemented on the Town's website

2013 - Fencing removed at Gouin Street to Rocheleau Park for easier wheelchair access

2013 - Public Works department replaced nine (9) ramps along the length of St. Gregory's

2013 - Construction of accessible roundabout complete

2013 - Chain added to Dog Park gate latch

2014 - Approval of internet and telephone voting as an accessible voting method for the 2014 municipal election

Update the Town's website to enhance accessibility features

2015-2019

2016 - Sidewalks constructed on Shawnee and Arbour streets

2016 - Trails paved at Lakewood Park

2018 – Consulted with ACC and installed some new accessible playground equipment at Lacasse Park.

2018 - Purchased second Town transit bus with a lower floor for accessibility. There is designated wheelchair dedicated seating at the front of the bus.

2018 - Review of all transit stops completed and corrective measures are in place to ensure accessibility and ease of use for riders.

2018 –Employment opportunities on Town website provide a notice to indicate accessible accommodations are available upon request.

2019 – New ramps installed at St. Thomas and St. Pierre streets.

2019 - At the intersection of Southfield and Tecumseh Road, installed tack tile plates on ramps for greater accessibility.

2019 – New Town website designed with meeting WCAG 2.0 Level AA requirements.

Schedule B: Barriers to be addressed for 2020-2021:

Barriers	Objective	Implementation	Department
Facilitate connections between transit services with adjacent municipalities	Provide transit transfers to adjacent municipalities	Consult/Partner with the City of Windsor to honor Tecumseh transit transfer onto Windsor busses	Planning Services
Transit Service Disruptions	Provide accessible information arrangements to transfer persons with disabilities	Provide Service Disruption information on Town website, and through social media	Planning Services
Priority Seating on transit	Provide alternate services to transit bus	Provide Care-A-van specialized Service and Home to Hub, on request transit service	Planning Services
Information and Communication to Residents	Provide accessible communication for persons with disabilities	Update Accessible Information and Communication Procedure, if necessary; 2021	Information and Communication Services
Information and Communication to residents	Ensure Websites and Web content conforms with the WCAG 2.0 Level AA and	Implement Webcasting with Closed captioning for Council meetings; 2021	Information and Communication Services
Accessible Websites and Web Content	Provide accessible communication on the Town's website to:WCAG 2.0 Level AA Requirements	Develop and update Standards and Guides for accessible digital, marketing and media content	Information and communication Services

Barriers	Objective	Implementation	Department
Format of Documents	Provide ongoing training to staff on creating accessible documents, as required	Update Accessible Customer Service procedure, if necessary	Corporate Services
Accessible Employment Standard for Recruitment	Provide greater access for persons with disabilities in employment opportunities.	Update the Accessible Employment and Accommodation procedures by 2021 for ongoing compliance; and Partner with community organizations to support two-way access to person of all abilities.	Human Resources
Recruitments, Assessment or Selection Process	Notify job applicants that accommodations are available	Update Accessible Employment and Accommodation procedures by 2021.	Human Resources
Recreation opportunities for disabled persons to go and exercise/ socialize other than the arena	Ensure the new Sportsplex is built to accessibility standards regarding ramps and stairs	Ensure each aspect of the new Sportsplex adheres to AODA standards - ongoing	Parks & Recreation Services
Beach access routes for people with disabilities	Provide a surface that is accessible for disabled individuals to get to the water's edge	Review and investigate options to have complete access to the water's edge; 2021	Parks & Recreation Services
Accessible travel for street curbs and stairs	Provide higher quality accessibility to public spaces	Re-correction of curbs and stairs to meet AODA accessibility requirements; 2021	Public Works