



## **2018 - 2023 Multi-Year Accessibility Plan**



**Draft - November 15, 2018**

## 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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## 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 The 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
- Training to make documents accessible has been provided to staff in each Department. Training documents and quick help guides are available on the Intranet
- Subscribe to Site Improve that monitors Town website daily and provides weekly reports on accessibility level of the Town website.

### 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
- Adopted Policy No. 66 – Accessible Customer Service for responding to requests for accessible documents and communications supports in 2016
- Training on creating accessible documents rolled out to all staff
- Tutorial and reference guide on creating accessible documents developed, rolled out to staff and available on Town
- Acquired accessible agenda management software to assist in creating accessible Council documents.
- Statement created about availability of accessibility supports for Town meetings, events, surveys and any instance when feedback is requested by the Town
- Installed Browse Aloud on website which provides screen reader capabilities

### 2018-2023 Key Actions

- Provide ongoing training and support to staff as needed on creating accessible documents
- Update Accessible Information and Communication procedure by 2021 as part of Town policy review process
- Provide accessible formats and communication supports on Town website, including key documents posted such as: Council Strategic Plan, Multi-Year Accessibility Plan, Accessibility Annual Status Update, Accessibility Actions, Transit Accessibility Plan, Accessibility Advisory Committee brochure, 2016 Annual Report
- 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

- Statement about availability of accessible formats and communication supports posted on Town website
- Secured Emergency Notification System which allows for accessible emergency notifications

### 2018-2023 Key Actions

- Ensure ongoing compliance
- Prepare annual Town emergency plan posted on Town website in an accessible format

## 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

### 2018-2023 Key Actions

- Provide training to staff, as required
- 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

- 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

- Met WCAG 2.0 Level A

### 2018-2023 Key Actions

- Incorporate WCAG 2.0 Level AA requirements on all Town web properties as part of refresh expected in 2019
- Develop and provide templates and guidance to staff on accessible web content
- Website refresh scheduled for 2019
- Provide training to staff, as required
- Ensure ongoing compliance

## 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

- Updated the Employment Practices – Recruitment, Retention, Notification etc. and Accessible Customer Service Policy in 2016. Acknowledgement statement on job applications updated to include statement of availability of accessibility accommodations in recruitment process
- Partner with community organizations to support two-way access to people of all abilities

#### 2018-2023 Key Actions

- Continue to partner with community organizations to support two-way access to people of all abilities
- Employment opportunities web page updated to include statement of availability of accessibility accommodations in recruitment 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

- 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

- Continue to update Accessible Employment and Accommodation procedures

## 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 Accommodation procedure to support employees who need temporary or permanent work accommodation as part of Employment Practices- Recruitment, Retention, Notification, etc. policy
- Surveyed new employees on need for work accommodation and assistance during an emergency

### 2018-2023 Key Actions

- Continue to update Accessible Employment and Accommodation procedures
- Ensure ongoing compliance

## Informing Employees of Supports

January 1, 2014

Inform employees of policies to support employees with disabilities.

### 2012-2017 Key Accomplishments

- Created Employment Practices- Recruitment, Retention, Notification, etc. policy 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 Employment Practices- Recruitment, Retention, Notification, etc. 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

- Continue to update Employment Practices- Recruitment, Retention, Notification, etc. policy by 2021 as part of Town policy review process

- 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 Employment Practices- Recruitment, Retention, Notification, etc. to incorporate all requirements of the Employment Standard. Updated procedure in 2016
- Created Accommodation procedure to support employees who need temporary or permanent work accommodation as part of Health & Safety Policy & Procedures and Employment Practices – Recruitment, Retention, Notification etc. policy
- Accessible formats and communication supports provided to employees

### 2018-2023 Key Actions

- Update Employment Practices- Recruitment, Retention, Notification, etc. policy 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 Health & Safety Policy & Procedures and Employment Practices – Recruitment, Retention, Notification etc. 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
- Review emergency plans on Town website
- 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 Health & Safety Policy & Procedures and Employment Practices – Recruitment, Retention, Notification etc. 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 Return to Work Policy and Employment Practices- Recruitment, Retention, Notification, etc. policy
- Implemented return to work and employment accommodation program (Possible 2018-2023 key action)

### **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 Employment Practices- Recruitment, Retention, Notification, etc. 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

- Information on accessibility equipment and features of vehicles provided on request
- Review and update transit print material

#### 2018-2023 Key Actions

- Develop 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

- Reasonable steps taken to accommodate persons with disabilities where accessibility equipment was not functioning
- Implement maintenance process for vehicles and equipment through the service provider.

#### 2018-2023 Key Actions

- Ensure reasonable steps are taken to accommodate persons with disabilities if accessibility equipment is not functioning

- 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

- 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**

- Provided no-charge fare on both Tecumseh Transit conventional service and **Customer Support** Centre specialized service to a support person who is accompanying a person with a disability

### **2018-2023 Key Actions**

- 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 one (1) low floor on Tecumseh Transit bus fleet
- Vehicle specifications were identified through joint process with Metrolinx

### **2018-2023 Key Actions**

- Provide a second low floor on Tecumseh Transit bus fleet to achieve 100 percent (100%)
- 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 Accessibility Plan developed annually

## **Feedback on plan received through annual public consultation with AAC 2018-2023 Key Actions**

- Develop Tecumseh Accessibility Plan annually and include both Tecumseh Transit conventional and Community Support Centre 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 Community Support Centre specialized service and steps to reduce waiting times
- Tecumseh Transit Accessibility Plan developed annually and includes both Tecumseh Transit conventional and Community Support Centre 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 Community Support Centre specialized service and implement steps to reduce wait times
- Develop Tecumseh Transit Accessibility Plan annually and include both Tecumseh Transit conventional and Community Support Centre 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 Community Support Centre 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 Community Support Centre 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 Community Support Centre 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 Community Support Centre 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 Community Support Centre specialized service

### **2018-2023 Key Actions**

- Offer same fare structure to persons with disabilities on Tecumseh Transit conventional service and Community Support Centre 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



**2018-2023 Key Actions**

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

**Audit of all transit stop locations to identify and prioritize opportunities to improve accessibility ongoing 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
- Information regarding priority and courtesy seating provided on Town 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 Town website, and communicated through social media

### 2018-2023 Key Actions

- Provide service disruption information on Town website 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 2018 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 2018 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 2018 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 2018 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 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 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 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 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 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 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 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 one (1) low floor, ramp-equipped bus fleet

### 2018-2023 Key Actions

- Provide second (2nd) low floor, ramp-equipped bus fleet to achieve 100 percent (100%)

## 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 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 Community Support Centre 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**

- Launched joint application process with Tecumseh, Milton and Burlington
- Application for Community Support Centre specialized services provided at no-charge

### **2018-2023 Key Actions**

- Maintain joint application process with Tecumseh, Milton and Burlington
- Provide application for Community Support Centre 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,

## 2018-2023 Key Actions

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

## 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 Community Support Centre specialized service; introduced in 2008
- Provide alternative fare payments to persons with disabilities

- Work with Metrolinx to investigate PRESTO solution for taxicabs that are used to supplement Community Support Centre specialized services, to comply with same fare payment options requirement

### **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 Community Support Centre 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 Community Support Centre 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 (located at Sheridan College, Tecumseh GO station and Lakeshore Place in Burlington)
- Participated on Metrolinx cross boundary travel improvement project to help facilitate cross boundary travel

## **2018-2023 Key Actions**

- Provide transfers between adjacent municipalities with contiguous urban areas (currently located at Sheridan College, Tecumseh GO station and Lakeshore Place in Burlington)
- Participate on Metrolinx cross boundary travel improvement project to help facilitate cross boundary travel

## **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 Community Support Centre 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 Community Support Centre 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 Community Support Centre 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
- Municipal Enforcement Services consulted with AAC on accessibility for alternative ground transportation services in 2016
- Municipal Enforcement Services consulted with AAC on taxi regulation review in 2017
- Six accessible taxicabs maintained

### **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
- 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

### 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

### 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

### 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

- Purchased and installed accessible picnic tables for the café at Lakewood in 2018

### 2018-2023 Key Actions

- Incorporate 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

- Consulted with AAC on design elements of outdoor play spaces in 2017

### 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

- Consulted with AAC on design elements of outdoor play spaces in 2017

### 2018-2023 Key Actions

- Incorporate technical requirements in new construction or redevelopment plans,
- Implement feedback on design elements of outdoor play spaces, where appropriate

## 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**

- Engineering consulted with AAC on the Tecumseh Road Mainstreet Streetscape Project

**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**

- Consulted with AAC in 2017 regarding access to the Town Hall

**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

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

### 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

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

### 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
- Installed pedestrian signals at the pedestrian crossover at Lakewood Park with the tone, tactile arrows, activation features, travel indicators and mounting height and distance features that meet the prescribed standards.

### **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**

### **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**

- Zoning By-Laws 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

## 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

- Zoning By-Laws 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

## 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

- Zoning By-Laws 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

## Signage

January 1, 2016

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

### 2015-2017 Key Accomplishments

- Zoning By-Laws implement technical requirements in new construction or redevelopment plans, as prescribed.



- Disabled Accessible Parking By-Law for enforcement

### **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**

### **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**

- Tecumseh Arena office renovations incorporated the minimum number of accessible service counters, height, knee clearance, floor space and signage, as prescribed

### **2018-2023 Key Actions**

- Develop 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**

- Develop 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**

### **2018-2023 Key Actions**

- Develop 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