

2018 Municipal Election - Accessibility Plan

Overview

The *Municipal Elections Act, 1996* (MEA) requires that a clerk who is responsible for conducting an election shall have regard to the needs of electors and candidates with disabilities (s. 12.1) and in establishing locations of voting places, the clerk will ensure that each voting place is accessible to electors with disabilities (s. 45).

A key strategic objective of the Burlington's Strategic Plan 2015-2040: to be an accessible city where municipal programs, buildings, services and public spaces are accessible, available and welcoming to people of all abilities.

Burlington's Election Team is committed to ensuring that every elector and candidate is provided with the opportunity to participate and vote in the 2018 Municipal Election.

Accessibility Plan

The following Accessibility Plan is being provided in accordance with MEA, s. 12.1 (2). Before voting day the clerk shall prepare a plan regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities.

The following actions will be taken to identify barriers that affect electors and candidates with disabilities in the 2018 municipal election.

Identification of barriers

Action	Comments	Status
<p>Assess accessibility initiatives and feedback from past elections to identify issues and make recommendations for improvement.</p> <p>Use this information to develop the 2018 Election Accessibility Plan</p>		
<p>Review the 2018 Election Accessibility Plan with the Burlington Accessibility Advisory Committee (BAAC).</p> <p>Reveiw the list of proposed sites with BAAC.</p>		
<p>Work with the Accessibility Coordinator to update the existing accessibility checklist to use when conducting site visits to voting locations.</p>		
<p>Arrange for the Accessibility Coordinator to attend site visits for each newly identified voting location not previously reviewed. Revisit any sites that have had recent construction or renovations.</p>		

Removal of barriers

Communication and information

Action	Comments	Status
Ensure that the election web page and web content meets WCAG 2.0 Level AA compliance		
Develop communications that highlight the voting options available to electors with disabilities.		
Post all election related information to the city website.		
Ensure that election information is available in plain language, with a sans serif font at a minimum font size of Arial 12 or equivalent.		
Establish a process for candidates and electors to receive documents and forms in alternate formats or with communication supports upon request.		

Action	Comments	Status
Provide links on the city website to the Candidates Guide to Accessible Elections, the provincial accessibility website, and any other related information.		
Ensure effective placement of election information and signage at each voting location. Ensure the location of the accessible entrance is clearly identified		

Voting

Action	Comments	Status
Permit service animals and support persons in all voting locations.		
Set up a process to facilitate notification of any last minute voting location changes, should an emergency occur.		

Action	Comments	Status
<p>Make appropriate modification to each location as informed by sight visit. For example, use of greeter, doors propped open, added seating, temporary threshold ramp, temporary accessible parking, etc.</p>		
<p>Ensure designated or reserved parking for persons with disabilities at each voting location. Add temporary parking where required.</p>		
<p>Provide supplies to enable voting for electors who are blind or partially sighted.</p>		
<p>Provide internet voting as advance voting opportunity for all electors, including electors with disabilities.</p>		
<p>Establish a “Vote Anywhere in your Ward” model to provide flexibility for voters and enhance accessibility.</p>		

Training

Action	Comments	Status
Provide information about the Corporate Accessibility Policy		
Ensure election staff have the information and tools they require to monitor the voting location and identify and respond to individual elector needs.		
Ensure election staff monitor the entrance doors at voting locations to identify any barriers to entry.		

Accessibility Report

In accordance with MEA, s. 12.1 (3), the clerk will prepare within 90 days after voting day in a regular election, a report about the identification, removal and prevention of barriers that affect electors and candidates with disabilities and will make the report available to the public. This report will be used to evaluate the effectiveness of accessibility initiatives as they relate to communication, voting and training.