



The Corporation of the
Town of Milton

Appendix A
2021 Accessibility Status Report
2018 – 2023 Municipal
Accessibility Plan



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2021 Accessibility Status Report

Ontario Regulation 191/11- Integrated Accessibility Standards (IASR) to the Accessibility for Ontarians with Disabilities Act (AODA) requires that municipalities with 50 or more employees create a written multi-year accessibility plan that outlines the steps a municipality will take to prevent and remove barriers to accessibility. The IASR also requires that annual status reports on the progress of measures taken to implement the plan be prepared.

This 2021 accessibility status report provides an update on actions the Town of Milton (the Town) has taken to implement the Town's 2018-2023 Municipal Accessibility Plan, which details the Town's strategy for meeting AODA and IASR requirements. This report will be posted on the Town of Milton's website (milton.ca). The 2018-2023 Municipal Accessibility Plan is also available on milton.ca.

Legislation

Ontarians with Disabilities Act

The Ontarians with Disabilities Act (ODA) was established in 2001 to improve opportunities for persons with disabilities. Effective December 1, 2015, twelve sections of the ODA were repealed as they were duplicated by the AODA or the IASR. This change has reduced the administrative burden on municipalities.

Accessibility for Ontarians with Disabilities Act

In 2005, the Ontario Government passed the AODA to benefit all Ontarians by developing, implementing and enforcing accessibility standards. These standards work to achieve accessibility for persons with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures and premises on or before January 1, 2025.

Ontario Regulation 191/11 – Integrated Accessibility Standards Regulation

The IASR was enacted in July 2011 and establishes accessibility standards for information and communications, employment, transportation, the design of public spaces and customer service. The requirements apply to the public, private and not for profit sectors and have compliance dates ranging from 2011 to 2021.

More information on the AODA and the IASR can be found on <https://www.milton.ca/en/town-hall/town-hall-accessibility.aspx>

Town of Milton’s Accessibility Advisory Committee (MAAC)

The AODA requires that municipalities with a population of over 10,000 people must establish an accessibility advisory committee to advise Town Council on the preparation of accessibility plans and the achievement of actions within the plan.

The three main activities of an accessibility advisory committee are to:

1. Advise Town Council about the requirements and implementation of accessibility standards and the preparation of accessibility reports and other matters on which Council might seek its advice;
2. Review site plans and drawings described in Section 41 of the Planning Act; and
3. Perform all other functions that are specified in the Regulations.

MAAC, established in 2002, is a volunteer citizen advisory committee. It is comprised of between 5 and 7 members, the majority of which must be persons with disabilities, and one Town Council representative. Members are appointed by Council for their knowledge, experience and dedication to eliminating barriers and promoting universal accessibility.

MAAC’s mandate is to advise Council and staff on the promotion and facilitation of a barrier-free town for citizens of all abilities, including persons with disabilities.

Information related to the activities of MAAC are included within the status update provided below.

2019-2020 Town of Milton’s Status Updates

2018-2023 Multi-year Accessibility Plan	Status Updates
Preparing an annual update on the Multi-Year Accessibility Plan, as required by the IASR	This report is prepared for this purpose
Submitting compliance reports to the Province in 2019, 2021 and 2023, demonstrating compliance with components of the IASR	The Town has submitted the compliance report for 2019 and is in the process of submitting the compliance report for 2021 as required by the Ministry for Seniors and Accessibility
Reviewing existing accessibility procedures and updating them, as required	The Town continues to monitor and review existing accessibility policies to be in

	compliance with the AODA and IASR. No updates in 2019-2020.
Continuing to provide training to new staff on the IASR and the Ontario Human Rights Code as part of the Town's onboarding process	A comprehensive series of training sessions on the AODA and IASR has been provided to existing staff in 2019 and is now part of the new staff onboarding process.
Consulting with and seeking the input of MAAC on physical improvement projects and other Town initiatives	<p>In 2019, MAAC has provided comments on 8 site plan reviews, including accessible parking spaces and accessible path of travel. Comments were provided to Planning staff. MAAC also approved annual Transit Accessibility Plan. In addition, other topics were discussed including but not limited to Committee orientation, website development, park redevelopment projects, and accessible Halloween.</p> <p>In 2020, MAAC has provided comment on 16 site plan reviews, including accessible parking spaces and accessible path of travel. Comments were provided to Planning staff. MAAC also approved annual Transit Accessibility Plan. In addition, other topics were discussed including but not limited to accessible features at parks, updates to Ontario Building Code, updates on park redevelopment projects, accessible pedestrian signals.</p>
Monitoring the review of accessibility legislation by the Province to determine impacts to the Town and reporting to Town Council, as appropriate	The Town continued to monitor the changes to the legislations. There was no change to the legislations in 2019-2020.
Complying with the accessibility requirements set out in the Municipal Elections Act, 1996	This item was resolved in 2018. During the 2018 Municipal Election, the Town of Milton took actions to prevent and remove barriers to persons with disabilities and to meet the



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when conducting the 2018 municipal and school board election	requirements of IASR. On December 17, 2018, staff presented the 2018 Municipal Election Accessibility Report to Council. No further updates in 2019-2020.
Continuing to share information and network with accessibility staff from Halton's municipalities, the Ontario Network of Accessibility Professionals (ONAP) and the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO)	During 2019-2020, Town staff continued to be part of ONAP network. Furthermore, Town staff also attended information workshops hosted by AMCTO on converting accessible documents in 2020.
Updating all Town of Milton websites to WCAG 2.0 Level AA by January 1, 2021	In November 2019, the Town launched its updated website, which is compliance with WCAG 2.0 Level AA. Since then, Town staff continue to ensure that all documents uploaded to the Town's website are accessible.
Working with the Town's web services vendor to make web page accessibility checking an automated step in page publication	In May 2019, the Town implemented SiteImprove. It is a software for websites' quality assurance and accessibility checking. The web editor could perform a full and liable accessibility check before any webpage publishing.
Implementing a periodic spot check of web page accessibility by staff	Since launching the new website in November 2019, Town staff continue to ensure that all new documents and web pages are accessible upon publishing.
Continuing to take advantage of learning opportunities provided by the Accessibility Directorate of Ontario and accessibility forums	In 2019-2020, Town staff have taken part in formal/informal learning opportunities provided by the Chang School of Continuing Education at Ryerson University, AMCTO and other education institutions.

Next Steps

Town staff will continue to meet the requirements of the AODA and IASR and undertake further actions to prevent and eliminate barriers to persons with accessibilities. They include the following:

- Continuing to prepare an annual update on the Multi-Year Accessibility Plan, as required by the IASR;
- submitting compliance reports to the Province in 2021 and 2023, demonstrating compliance with components of the IASR;
- reviewing existing accessibility procedures and updating them, as required;
- continuing to provide trainings to all Town staff on accessibility requirements from the AODA and IASR;
- continuing to consult with and seeking the input of MAAC on physical improvement projects and other Town initiatives;
- continuing to monitor the review of accessibility legislations by the Province to determine impacts to the Town and reporting to Town Council, as appropriate;
- complying with the accessibility requirements set out in the Municipal Elections Act, 1996 when conducting the 2022 municipal and school board election;
- continuing to monitor and ensure all Town of Milton websites and social media accounts meet WCAG 2.0 Level AA;
- continuing to share information and network with accessibility staff from Halton's municipalities, the Ontario Network of Accessibility Professionals and the Association of Municipal Managers, Clerks and Treasurers of Ontario;
- continuing to take advantage of learning opportunities provided by the Accessibility Directorate of Ontario and accessibility forums.