



## 2024 Municipal By-Election Accessibility Plan



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## Introduction

This Accessibility Plan outlines the steps that the City of Mississauga's Elections Office will take to address accessibility concerns related to municipal elections and voting. It is a living document, which was created by the City of Mississauga Elections Office in collaboration with the City of Mississauga Facilities Planning and Accessibility Section and will be updated as new opportunities for improvement arise.

## Requirements Under the Municipal Elections Act

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

### Section 12.1 (1)

A clerk who is responsible for conducting an election shall have regard to the needs of electors and candidates with disabilities. 2009, c. 33, Sched. 21, s. 8 (8).

### Section 12.1 (2)

The clerk shall prepare a plan regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities and shall make the plan available to the public before voting day in a regular election.

### Section 12.1 (3)

Within 90 days after voting day in a regular election, the clerk shall prepare a report about the identification, removal and prevention of barriers that affect electors and candidates with disabilities and shall make the report available to the public.

### Section 45 (2)

In establishing the locations of voting places, the clerk shall ensure that each voting place is accessible to electors with disabilities.

In addition, the City of Mississauga's Corporate Policy and Procedure regarding accessibility states:

The City of Mississauga is committed to implementing, maintaining and enhancing accessibility with respect to employment and the use of all City goods, services, programs and facilities in a timely manner for all persons with Disabilities in a manner that:

- Respects their dignity and independence
- Ensures reasonable efforts are made to provide an opportunity equal to that given to others, and
- Allows persons with Disabilities to benefit from the same services, in the same place and in a similar way to others, to the greatest extent possible

The measures outlined in this document are intended to ensure that the 2024 City of Mississauga Municipal By-Election is in compliance with the applicable legislation and the City of Mississauga’s corporate policy and procedure.

## Mandate

It is the goal of the City of Mississauga’s Elections Office to ensure that persons with disabilities have the opportunity to participate fully in the 2024 Municipal By-Election. Section 2 of the Accessibility for Ontarians with Disabilities Act, 2005 defines a disability as:

- 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*; (“handicap”)

With the above in mind, staff will work to address barriers that effect electors and candidates with disabilities during the 2024 Mississauga General Election.

## Locations

The City of Mississauga primarily uses school board and City owned facilities as voting locations for the general public. If an accessibility concern is identified, all reasonable measures will be considered to remove the barrier or an alternative location will be considered within the ward if possible.

The following actions will be taken to address barriers to accessibility at voting locations:

### Action

Conduct site visits to assess if barriers exist and determine how they can be addressed or removed.

### Action

Develop templates for voting location set-up that:

- Allow voters to maneuver as easily as possible through the voting location
- Ensure voting booths are positioned so that voters have an adequate space to privately mark their ballot

### Action

Provide appropriate signage at voting locations so that information is clearly visible to those with low vision.

### Action

Provide notification of last minute disruptions in service or voting location changes in the event of an emergency. This includes posting signage and having Election Workers relay information to voters upon entry to the voting location.

### Action

Ensure there is designated or reserved parking for persons with disabilities at each voting location.

### Action

On voting day, a voting place shall be provided on the premises of institutions, such as hospitals, and retirement homes according to the criteria outlined in the MEA. Bedside voting will be provided at these locations for persons that are unable to leave their beds.

## Voting Methods

The City of Mississauga will provide various methods of voting to ensure that persons with disabilities or limited mobility have the opportunity to participate fully in the 2024 Municipal By-Election.

### Action

Provide easy to grip and open markers to make it easier for voters to mark paper ballots.

### Action

Provide magnifiers to help voters with low vision read the ballot.

### Action

Provide advance poll voting locations with electronic ballot marking equipment so that all voters have the opportunity to independently mark their ballot on multiple days. Elections poll workers will also be available to assist further upon request. In addition, the Elections Office will use pointers to assist with the use of the touch screen.

### Action

Advance poll electronic ballot marking equipment will be positioned on tables. Height adjustable tables will be available at each advance poll location.

### Action

Provide assistive devices such as sip and puff and rocker paddles for use with the accessible ballot marking equipment.

## Training

To aid persons with disabilities or limited mobility, Election Officials will receive training that will include information on providing accessible customer service and the Integrated Accessibility Standards Regulation (IASR).

### Action

Provide reference materials including:

- May I Help You? – Understanding Accessible Customer Service
- Breaking Down Barriers – Understanding the Integrated Accessibility Standards Regulation

### Action

Deliver training that includes information on providing accessible customer service.