

INFORMATION ITEMS

Week Ending January 16, 2015

REPORTS

1. Accessibility Initiatives Undertaken for 2014 Municipal Election

CORRESPONDENCE

1. Federation of Canadian Municipalities regarding Guelph Innovation District Secondary Plan

BOARDS & COMMITTEES

1. None

ITEMS AVAILABLE IN THE CLERK'S OFFICE

1. Application for Liquor Licence – Earth to Table: Bread Bar, 105 Gordon St.

INFORMATION REPORT



TO City Council

SERVICE AREA Corporate Services – City Clerk’s Office
DATE January 15, 2015

SUBJECT Accessibility Initiatives Undertaken for 2014 Municipal Election

REPORT NUMBER CS-2015-11

EXECUTIVE SUMMARY

SUMMARY OF REPORT

This report provides initiatives taken to ensure that voting locations for the 2014 Municipal Election were barrier free for persons with disabilities.

KEY FINDINGS

Over the past several elections, the City Clerk and Returning Officer for the Municipal Election has striven to increase accessibility and convenience for all electors, by implementing alternative voting methods, inspecting voting locations for compliance and providing enhanced customer service support for electors. This report summarises actions taken to date and initiatives that the City will take to continually improve accessibility for electors with disabilities.

FINANCIAL IMPLICATIONS

Not applicable

BACKGROUND

Under Section 12.1 (2) of the *Municipal Election Act, 1996*, the City Clerk shall submit a report about the identification, removal and prevention of barriers that affect electors and candidates with disabilities. This report details actions that were taken to mitigate barriers that affect electors and candidates with disabilities in the administration of the 2014 municipal election which took place on October 27, 2014. The report also details actions to be taken for the 2018 municipal election.

REPORT

The following factors were taken into consideration when determining accessibility issues:

- Identification of barriers
- Removal and prevention of barriers including:

INFORMATION REPORT



- Communications and information
- Voting locations
- Voting and voting methods
- Staff training.

CORPORATE STRATEGIC PLAN

- 2.2 Deliver public services better.
- 2.3 Ensure accountability, transparency and engagement.

DEPARTMENTAL CONSULTATION

Accessibility Services Coordinator – Public Services Department

COMMUNICATIONS

Two meetings were held prior to the election with the members of the City's Accessibility Advisory Committee for their input and discussions on the accessibility features being used in the election and the process used for inspection of voting locations.

Accessibility voting features were also indicated on voter notification cards which were mailed to each eligible elector on the voters list, in local newspaper advertising, on election brochures and on guelph.ca/votes.

ATTACHMENTS

Report to Council from City Clerk regarding accessibility initiatives for the 2014 Municipal Election.

Prepared by

Marilyn Hoffmann,
Administrative Co-ordinator

Recommended by

Stephen O'Brien
City Clerk and Returning Officer
519 822-1260 Ext. 5644
stephen.obrien@guelph.ca

Approved by

Mark Amorosi,
Deputy CAO, Corporate Services
519 822-1260 Ext. 2281
mark.amorosi@guelph.ca

Report on Accessibility Initiatives Undertaken for 2014 Municipal Election

Purpose of Report: Attached for Council's information is a report as required by Section 12.1 of the Municipal Elections Act regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities.

Identification of Barriers

City Staff took the following actions to identify barriers that affect electors and candidates with disabilities:

2014 Actions		Considerations for 2018 Election
1.	Reviewed and took input on our election accessibility initiatives with/from Accessibility Advisory Committee (AAC).	Will continue to do this in 2018
2.	Gathered comments and recommendations from the municipality's Accessibility Services Coordinator on methods to meet accessibility needs.	Will continue to do this in 2018
3.	Created an accessibility checklist for election personnel to use when conducting site visits of each voting location.	Will continue to do this in 2018
4.	Assessed voting equipment to ensure it met the needs of the electorate.	Will continue to do this in 2018

Removal and Prevention of Barriers

City Staff took the following actions to remove and prevent barriers that affect electors and candidates with disabilities:

Communications and Information

2014 Actions		Considerations for 2018 Election
1.	Posted all information to municipality's website and used various other media such as radio ads, posters and brochures.	Will continue to do this in 2018
2.	Provided links to: a Candidates Guide to Accessible Elections, produced jointly by the Association of Municipal Managers, Clerk's and Treasurers of Ontario and the Province; the provincial accessibility website; the municipality's website; and any other related material.	Will continue to do this in 2018

3.	Provided candidates and staff with information relating to accessible customer service.	Will continue to do this in 2018
4.	Provided candidates with supplementary information to ensure a positive campaign for both candidates and electors.	Will continue to do this in 2018
5.	Provided info to Candidates re Campaign Expenses and particular rules affecting disabled candidates.	Will continue to do this in 2018

Voting Locations

<i>2014 Actions</i>		<i>Considerations for 2018 Election</i>
1.	Conducted site visits of all potential voting locations to ensure full accessibility. Where standards were not met, locations were not used.	Will conduct site visits to these sites in 2018 to determine if accessibility changes were made to these facilities.
2.	All 3 voting locations on advance voting days had 3 types of accessible audio voting equipment. One location in each ward on Election Day had the same accessible voting equipment.	Will continue to do this in 2018
3.	Where necessary, merged voting subdivisions to ensure voting provided in accessible facilities.	Will continue to do this in 2018
4.	Provided appropriate signage at all voting locations.	Will continue to do this in 2018
5.	Permitted service animals and support persons in all voting locations.	Will continue to do this in 2018
6.	Ensured designated or reserved parking for persons with disabilities at each voting location.	Will continue to do this in 2018
7.	Provided greeters in various locations to assist with the flow of elector traffic.	Will continue to do this in 2018

Voting

<i>2014 Actions</i>		<i>Considerations for 2018 Election</i>
1.	Voting by internet introduced in 2014.	Will continue to do this in 2018
2.	Provided enhanced phone and internet support for internet voting.	Will continue to do this in 2018

3.	Provided instructions on use of accessible voting equipment.	Will continue to do this in 2018
4.	Scheduled extended advance voting opportunities.	Will continue to do this in 2018
5.	Promoted advance voting opportunity for electors with disabilities.	Will continue to do this in 2018
6.	Provided voting opportunities on the premises of a) an institution in which 20 or more beds are occupied by persons who are disabled, chronically ill or infirmed; b) a retirement home in which 50 or more beds are occupied.	Will continue to do this in 2018

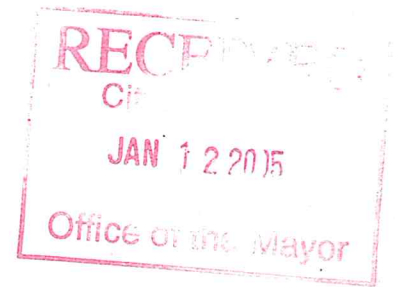
Staff Training

2014 Actions		Considerations for 2018 Election
1.	Election Staff training incorporated provisions to meet accessible customer service standards.	Will continue to do this in 2018
2.	Provided reference materials to all staff.	Will continue to do this in 2018
3.	Monitored elector's concerns and ensured that their needs were met, i.e. if an individual with a walker was in a long line, staff observed, and if felt that the elector was having difficulties, offered a chair and ensured that their place was saved in the voting line-up.	Will continue to do this in 2018
4.	Ensured that electors were aware that magnifiers were available.	Will continue to do this in 2018
5.	Directed election staff to observe electors during discussions with them, and if it appeared that the voter was having difficulty understanding, ensured that the voter was able to clearly see the speaker.	Will continue to do this in 2018
6.	Encouraged election workers to approach an elector if it appeared that the elector required assistance to get around in the voting location. Offered assistance to help, did not assume an individual needed help.	Will continue to do this in 2018
7.	Election staff was trained to identify a service animal and followed the City's Accessible Customer Service Policy.	Will continue to do this in 2018
8.	Hired "greeters" to offer assistance and watch for electors unable to easily enter the building.	Will continue to do this in 2018



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS



President
Président
Brad Woodside
Mayor,
City of Fredericton, NB

First Vice-President
Premier vice-président
Raymond Louie
Councillor,
City of Vancouver, BC

Second Vice-President
Deuxième vice-président
Clark Somerville
Councillor,
Regional Municipality of
Halton, ON

Third Vice-President
Troisième vice-présidente
Jenny Gerbasi
Councillor,
City of Winnipeg, MB

Past President
Président sortant
Claude Dauphin
Maire,
Arrondissement de Lachine,
Ville de Montréal, QC

Chief Executive Officer
Chef de la direction
Brock Carlton
Ottawa, ON

10, rue Rideau Street,
Ottawa, Ontario

Mailing address/
Adresse postale
24, rue Clarence Street,
Ottawa, Ontario K1N 5P3

T. 613-241-5221
F. 613-244-1515

www.fcm.ca

December 19, 2014

His Worship Mayor Cam Guthrie and Members of Council
City of Guelph
1 Carden Street
Guelph, Ontario
N1H 3A1

Project Title: Guelph Innovation District Secondary Plan
Application Number: GMF 10272

Dear Mayor Guthrie and Members of Council:

We would like to inform you that a payment was made from FCM to the City of Guelph in the amount of \$67,063.21. This amount constitutes the payment for the second and final contribution in regard to the Green Municipal Fund Grant Agreement for the project mentioned above.

The FCM is grateful to the City of Guelph for its initiative and its partnership with the Green Municipal Fund.

Yours sincerely,

Brock Carlton
Chief Executive Officer

BC:vl

