

Organization category **Designated Public Sector**

Number of employees range **50+**

Filing organization legal name **Corporation of the Town of Carleton Place**

Filing organization business number (BN9) **123454795**

Fields marked with an asterisk (*) are mandatory.

B. Understand your accessibility requirements

Before you begin your report, you can learn about your accessibility requirements at ontario.ca/accessibility

Additional accessibility requirements apply if you are:

- [a library board](#)
- [a producer of education material \(e.g. textbooks\)](#)
- [an education institution \(e.g. school board, college, university or school\)](#)
- [a municipality](#)

If you are a municipality submitting this report, and submitting on behalf of local boards, please indicate which boards below.

C. Accessibility compliance report certification

Section 15 of the *Accessibility for Ontarians with Disabilities Act, 2005* requires that accessibility reports include a statement certifying that all the required information has been provided and is accurate, signed by a person with authority to bind the organization(s).

Note: It is an offence under the Act to provide false or misleading information in an accessibility report filed under the AODA.

The certifier may designate a primary contact for the Ministry for Seniors and Accessibility to contact the organization(s); otherwise the certifier will be the main contact.

Certifier: Someone who can legally bind the organization(s).

Primary Contact: The person who will be the main contact for accessibility issues.

Acknowledgement

☒ I certify that all the information is accurate and I have the authority to bind the organization *

Certification date (yyyy-mm-dd) * **2025-05-05**

Certifier information

Last name *		First name *	
Blair		Stacey	
Position title *	Position title other *	Business phone number *	Extension <input type="checkbox"/> Check here if TTY
Other	Clerk	613-257-6212	

Email *	Alternate phone number	Extension	Fax number
sblair@carletonplace.ca			

Primary contact for the organization(s)

☒ Check if the primary contact is same as the certifier

Last name *	First name *
Blair	Stacey

Position title *	Position title other *	Business phone number *	Extension	<input type="checkbox"/> Check here if TTY
Other	Clerk	613-257-6212		

Email *	Alternate phone number	Extension	Fax number
sblair@carletonplace.ca			

D. Accessibility compliance report questions

Instructions

Please answer each of the following compliance questions. Use the Comments box if you wish to comment on any response. If you need help with a specific question, click the help links which will open in a new browser window. Use the link on the left to view the relevant AODA regulations and the link on the right to view relevant accessibility information resources.

General

1. Is your organization in compliance with all applicable requirements of the General Section? * ☒ Yes ☐ No

[Read O. Reg. 191/11, Part I: General](#)

[Learn more about your requirements for question 1](#)

[Use this self-assessment tool to identify which requirements apply to your organization under the General Requirements](#)

Comments for question 1 Include any additional information or explanation to accompany your yes/no answer to the question.

Information and communications

2. Is your organization in compliance with all applicable requirements of the Information and Communications Standards? * ☐ Yes ☒ No

[Read O. Reg. 191/11, Part II: Information and communications standards](#)

[Learn more about your requirements for question 2](#)

[Use this self-assessment tool to identify which requirements apply to your organization under the Information and Communications Standards](#)

Comments for question 2 2) Designated public sector organizations and large organizations shall make their internet websites and web content conform with the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0, initially at Level A and increasing to Level AA, and shall do so in accordance with the schedule set out in this section
The Town aims to achieve this in 2025.

Employment

3. Is your organization in compliance with all applicable requirements of the Employment Standards? *

☒ Yes ☐ No

[Read O. Reg. 191/11, Part III: Employment Standards](#)

[Learn more about your requirements for question 3](#)

[Use this self-assessment tool to identify which requirements apply to your organization under the Employment Standards](#)

Comments for question 3 Include any additional information or explanation to accompany your yes/no answer to the question.

Transportation

4. Is your organization in compliance with all applicable requirements of the Transportation Standards? *

☒ Yes ☐ No

[Read O. Reg. 191/11, Part IV: Transportation standards](#)

[Learn more about your requirements for question 4](#)

[The Transportation Standards Reference Guide provides information about accessibility requirements from the Transportation Standards](#)

Comments for question 4 **We don't provide transportation. We do licence Taxis and including the requirement to display vehicle identification on the taxi's rear bumper this year in our by-law update.**

Design of public spaces

5. Is your organization in compliance with all applicable requirements of the Design of Public Spaces Standards? *

☒ Yes ☐ No

[Read O. Reg. 191/11 Part IV, 1: Design of public spaces standards](#)

[Learn more about your requirements for question 5](#)

[The DOPS Reference Guide provides an overview of the scope, applicability and specific requirements of DOPS](#)

Comments for question 5 Include any additional information or explanation to accompany your yes/no answer to the question.

Customer Service

6. Is your organization in compliance with all applicable requirements of the Customer Service Standards? * ☒ Yes ☐ No

[Read O. Reg. 191/11 Part IV.2: Customer Service standards](#)

[Learn more about your requirements for question 6](#)

[Use this self-assessment tool to identify which requirements apply to your organization under the Customer Service Standards](#)

Comments for question 6	Include any additional information or explanation to accompany your yes/no answer to the question.
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