

Completing your accessibility compliance report

You must complete the mandatory fields on each page before you can move to the next page. Mandatory fields are marked with an asterisk (*),

To start, save the form on your computer. Be sure to open the form with Adobe Reader 10 or higher. You can save the form at any point in the process and return to it later. You may distribute the form within your organization for input before submitting.

You need the following to file your accessibility compliance report:

- organization legal name
- 9-digit business number (BN9). This is the number that Canada Revenue Agency uses to identify your organization. You
 can find it on your federal or provincial tax return. If your organization does not have a business number (BN9), contact us
 to receive an AODA identifier to be used in place of a business number (BN9).
- organization category (OPS/OLA, Business or Non-profit)
 - if you are a business or a non-profit, your Organization category is Business or Non-profit

Note: If you select the wrong organization category, you may see questions that do not apply to you. You will need to correct the category and enter your data again to successfully submit your report.

- number of employees in your organization in Ontario
- name and contact information of your certifier (a director or senior officer with legal authority to say that the report is complete and accurate)

File for up to 20 organizations at once

You can use one form to file a report for up to 20 organizations. To do so, you need each organization's:

- legal name
- business number (BN9) or AODA identifier
- number of employees in Ontario
- · address

Each organization must have the same:

- organization category
- number of employees range (e.g. 20-49, 50+)
- certifier
- · answers to all of the accessibility compliance questions

If not, you will need to complete a separate form for each organization.

Note: Users of assistive technology should pull up a list of buttons to get a list of the links on the form.

Begin your report

Follow these steps to complete your form:

1. Download and save the form

- · Download and save the form on your computer
- · Open the form with Adobe Reader 10 or higher

2. Enter your organization's information

Enter your organization's information then select Next

3. Understand your requirements

If you need information about the requirements, select the website link in section B: Understand your accessibility
requirements. This will bring you to our website where you can see your past, current and future requirements.

4. Answer the questions

- . The questions on the form are based on the requirements that apply to your:
 - organization category
 - number of employees range
- Select Yes (if you are in compliance) or No (if you are not in compliance) for each question. You may add comments in the comment box below each question.
- Each report question has links to:
 - the regulation section that is related to that question
 - helpful resources to help you understand and comply with the requirements
- · Once you have answered all of the questions, select Save form at the bottom of the page before selecting Next
- · Review the accessibility compliance report summary.

5. Certify and submit your report

- Complete the Certifier Information section
- The certifier must:
 - make sure all information on the form is complete and accurate
 - check all three boxes to show they have authority to certify your organization
 - enter the certification date or select it from the drop down calendar
- Enter your organization's primary contact. This is the person to be contacted if more information is needed. This
 person may be the certifier or a different person.
- You may save the form at any time by selecting the Save form button. When you are ready to submit your report, select the Save and Submit button. You will be prompted to save the form on your computer first and then it will be submitted.
- Wait for a confirmation prompt with a confirmation number that either confirms submission or indicates any problems.
- · Once the report is received, an email will be sent to the Certifier and the Primary Contact. This email will include:
 - a confirmation number
 - an accessible PDF copy of your report

If you have not received a confirmation number upon successfully submitting the form or have any questions please contact the AODA Contact Centre (ServiceOntario) at:

 Toll free phone: 1-866-515-2025
 TTY Toll free: 1-800-268-7095

 Phone: 416-849-8276
 TTY: 416-325-3408

Accessible alternate formats

If you need the accessibility compliance report in an accessible format, please email accessibility@ontario.ca.



Instructions

All information you provide is subject to the Freedom of Information and Protection of Privacy Act.

Fields marked with an asterisk (*) are mandatory.

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A. Organiza	tion information					
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Filing organization legal name Canadian Niagara Hotels Inc.			
Filing organization business number (BN9) 134740422			
Fields marked with an asterisk (*) are mandatory.			
B. Understand your accessibility requirements		_	
Before you begin your report, you can learn about your accessibility requir	ements at ontario.ca/acc	essibility	
Additional accessibility requirements apply if you are: <u>a library board</u> 			
 a producer of education material (e.g. textbooks) 			
 an education institution (e.g. school board, college, universit 	ty or school)		
<u>a municipality</u>			
C. Accessibility compliance report questions			
Instructions			
Please answer each of the following compliance questions. Use the Comments bo	x 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 ne	w browser window. Use the		view the
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applicable requirements in effect under the General section of the Integrated Acce Regulation? *	nplying with all other essibility Standards	Yes	() No
Read O. Reg. 191/11 Part 1: General	Learn more about your r	equirements for	question 4
Comments for question 4			
Customer Service			
5. Is your organization complying with all applicable requirements under the Custome	er Service Standards? *	O Yes	() No
Read O. Reg. 191/11 Part IV.2: Customer Service Standards	Learn more about your r	equirements for	question 5
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Information and Communications	and shall at 10		
6. Does your organization ensure that its feedback processes are accessible to peop providing or arranging for accessible formats or communication supports, upon red the public of this accessible feedback policy? *		• Yes	() No
Read O. Reg. 191/11 s. 11: Feedback	Learn more about your r	equirements for	question 6
Comments for question 6			
7. Does your organization have a process to provide accessible formats and communipeople with disabilities in a timely manner and at no extra cost? *	nication supports to	• Yes	() No
Read O, Reg. 191/11 s. 12(1): Accessible formats and communication supports	Learn more about your r	equirements for	question 7
Comments for question 7			
8. Does your organization make its emergency procedures, plans or safety informatic public? * (If Yes, you will be required to answer an additional question.)	on available to the	• Yes	() No
Read O. Reg. 191/11 s. 13: Emergency procedure, plans or public safety information	Learn more about your r	equirements for	question 8
8.a. Does your organization provide its publicly available emergency procedures, information in accessible formats to people with disabilities upon request? *	plans or safety	• Yes	() No
Read O. Reg. 191/11 s. 13: Emergency procedure, plans or public safety information	Learn more about your r	requirements for	question 8.a
Comments for question 8.a			
9. Other than the requirements cited in the above questions, is your organization con applicable requirements in effect under the Information and Communications Stan		• Yes	() No
Read O. Reg. 191/11 Part II: Information and Communication Standards	Learn more about your r	equirements for	question 9
Comments for question 9			
20.2 0.00	- 1 A A		
Employment		OV	() No
Employment 10. Does your organization prepare individualized workplace emergency response in employees with disabilities? *	formation for	• Yes	One
10. Does your organization prepare individualized workplace emergency response in	formation for Learn more about your r		

11. Does your organization develop and have in place a written process for the devindividual accommodation plans for employees with disabilities? *	velopment of documented	O Yes	() No
Read O. Reg. 191/11 s. 28(1): Documented individual accommodation plans	Learn more about your re	equirements for	question 11
Comments for question 11			
12. Other than the requirements cited in the above questions, is your organization applicable requirements in effect under the Employment Standards? *	complying with all other	• Yes	() No
Read O. Reg. 191/11 Part III: Employment Standards	Learn more about your m	equirements for	question 12
Comments for question 12			
Design of Public Spaces			
13. Since your organization submitted its most recent accessibility compliance reports constructed new or redeveloped existing exterior paths of travel that it intends to (if Yes, you will be required to answer an additional question.)		• Yes	() No
Read O, Reg. 191/11 s. 80,21-80.31: Exterior paths of travel	Learn more about your re	equirements for	question 13
13.a. Where applicable, do your newly constructed or redeveloped exterior path technical and general requirements outlined in the Design of Public Spac		• Yes	() No
Read O. Reg. 191/11 s. 80.21-80.31: Exterior paths of travel	Learn more about your re	equirements for	question 13.a
Comments for question 13.a			
14. Since your organization submitted its most recent accessibility compliance reports constructed new or redeveloped existing outdoor public use eating areas? * (if Yes, you will be required to answer an additional question.)	ort, has your organization	() Yes	🔘 No
Read O. Reg. 191/11 s. 80.17: Outdoor public use eating areas, general requirements	Learn more about your re	equirements for	question 14
14.a. Where applicable, do your newly constructed or redeveloped outdoor pub the general requirements outlined in the Design of Public Spaces Standa		O Yes	O No
Read O. Reg. 191/11 s. 80.17: Outdoor public use eating areas, general requirements	Learn more about your re	equirements for	question 14.a
Comments for guestion 14.a			
15. Since your organization submitted its most recent accessibility compliance reports constructed new or redeveloped existing outdoor play spaces? * (if Yes, you will be required to answer an additional question.)	ort, has your organization	() Yes	No
Read O. Reg. 191/11 s. 80.19-80.20: Outdoor play spaces	Learn more about your r	equirements for	question 15
15.a. Where applicable, do your newly constructed or redeveloped outdoor play accessibility in design and consultation requirements outlined in the Design Standards? *	y spaces meet the	O Yes	O No
Read O. Reg. 191/11 s. 80.19-80.20: Outdoor play spaces	Learn more about your r	equirements for	question 15.a
Comments for question 15.a			

16. Since your organization submitted its most recent accessibility compliance constructed new or redeveloped existing off-street parking? * (if Yes, you will be required to answer an additional question.)	report, has your organization	() Yes	No No
Read O. Reg. 191/11 s. 80.34-80.37: Accessible parking	Learn more about your r	equirements for	question 16
16.a. Where applicable, does your newly constructed or redeveloped off-s requirements outlined in the Design of Public Spaces Standards? *	treet parking meet the	O Yes	O No
Read O. Reg. 191/11 s. 80.34-80.37: Accessible parking	Learn more about your r	equirements for	question 16.a
Comments for question 16.a			
 Since your organization submitted its most recent accessibility compliance constructed new service counters, (which includes replacing existing servi (if Yes, you will be required to answer an additional question.) 		• Yes	() No
Read O. Reg. 191/11 s. 80.41-80.42: Obtaining services	Learn more about your r	equirements for	question 17
17.a. Where applicable, do your newly constructed service counters meet the Design of Public Spaces Standards? *	the requirements outlined in	• Yes	() No
Read O. Reg. 191/11 s. 80.41-80.42: Obtaining services Comments for question 17.a	Learn more about your r	equirements for	question 17.a
 Since your organization submitted its most recent accessibility compliance constructed new fixed queuing guides? * (If Yes, you will be required to answer an additional question.) 	report, has your organization	() Yes	No
Read O. Reg. 191/11 s. 80.42; Fixed queuing guides	Learn more about your r	equirements for	question 18
18.a. Where applicable, do your newly constructed fixed queuing guides m in the Design of Public Spaces Standards? *	neet the requirements outlined	OYes	O No
Read O. Reg. 191/11 s. 80.42: Fixed queuing guides	Learn more about your r	equirements for	question 18.a
Comments for question 18.a			
 Since your organization submitted its most recent accessibility compliance constructed new or redeveloped existing waiting areas? * (if Yes, you will be required to answer an additional question.) 	report, has your organization	() Yes	No
Read O. Reg. 191/11 s. 80.43: Waiting areas	Learn more about your r	equirements for	question 19
19.a. Where applicable, do your newly constructed waiting areas meet the Design of Public Spaces Standards? *	requirements outlined in the	O Yes	O No
Read O. Reg. 191/11 s. 80.43: Waiting areas	Learn more about your r	equirements for	question 19.a
Comments for question 19.a			
20. Other than the requirements cited in the above questions, is your organize applicable requirements in effect under the Design of Public Spaces Stand		• Yes	() No
Read O. Reg. 191/11 Part IV.1 Design of Public Spaces Standards	Learn more about your r	equirements for	question 20
Comments for question 20			



Organization category Business or Non-profit

Number of employees range 50+

Filing organization legal name Canadian Niagara Hotels Inc.

Filing organization business number (BN9) 134740422

Fields marked with an asterisk (*) are mandatory.

D. Accessibility compliance report summary

Your responses to the questions on your accessibility report indicate that your organization is in compliance with AODA standards.

Your organization may be audited to verify compliance.

E. 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 I have the authority to bind all organizations specified in Section A of this form, *

I certify that all the required information has been included in this report, and, *

I certify that the information in this report is accurate.*

Certification date (yyyy-mm-dd) * 2021-06-30

Certifier information

Last name * Wadsworth		First name * Peter			
Position title * Vice President	Business phone number * 905-374-4446	Exter 4022	_ oneok here if i	ТҮ	
Email * peterw@niagarafallsh	otels.com		Alternate phone number	Extension	Fax number

Primary contact for the organization(s)

Last name * Wadsworth			First name * Peter			
Position title * Vice President	Business phone number * 905-374-4446	Exten				
Email * peterw@niagarafallshotels.com			Alternate phone number	Extension	Fax number	