

The Corporation of the City of Kawartha Lakes
Agenda
Kawartha Lakes Accessibility Advisory Committee Meeting

KLAAC2020-01

Wednesday, February 12, 2020

1:30 P.M.

Weldon Room

City Hall

26 Francis Street, Lindsay, Ontario K9V 5R8

Members:

Councillor Doug Elmslie

Sharon Coupland

Lynda DaSilva

Sonya Fox

Scott Howard

Crystal Morrissey

Andre O'Bumsawin

Elizabeth Peeters

Mary Jean Porteous

Norm Price

Joan Skelton

Ken Van Den Oetelaar

Accessible formats and communication supports are available upon request. The City of Kawartha Lakes is committed to accessibility for persons with disabilities. Please contact AgendaItems@kawarthalakes.ca if you have an accessible accommodation request.

1.	Call to Order	
1.1	KLAAC2020-01.1.1 Appointment of Chair	
1.2	KLAAC2020-01.1.2 Appointment of Vice-Chair	
2.	Administrative Business	
2.1	Adoption of Agenda	
2.2	Declaration of Pecuniary Interest	
2.3	Adoption of Minutes from Previous Meeting Kawartha Lakes Accessibility Advisory Committee Minutes - November 21, 2019	4 - 7
3.	Deputations/Presentations	
4.	Correspondence	
5.	News/Updates from Working Groups, Staff and Council	
5.1	Accessibility Officer Update	
5.1.1	KLAAC2020-01.5.1.1 Committee Work Plan Tool - 2019 Work Plan Report Barb Condie, Accessibility Coordinator	8 - 12
5.1.2	KLAAC2020-01.5.1.2 Committee Work Plan Tool - 2020 Work Plan Barb Condie, Accessibility Coordinator	13 - 15
5.2	Public Awareness (Public Education/Employment/Information&Communication)	
5.3	Public Spaces (Parks, Built Environment and Transportation (Transit))	

5.4 Councillor's Update

That the reports provided under agenda items 5.1, 5.2, 5.3, and 5.4 be received by Kawartha Lakes Accessibility Advisory Committee for information purposes.

6. **New or Other Business**

7. **Next Meeting**

8. **Adjournment**

The Corporation of the City of Kawartha Lakes
Minutes
Kawartha Lakes Accessibility Advisory Committee
Meeting

KLAAC2019-07
Thursday, November 21, 2019
1:30 P.M.
Weldon Room
City Hall
26 Francis Street, Lindsay, Ontario K9V 5R8

Members:
Councillor Andrew Veale
Sharon Coupland
Lynda DaSilva
Mary Ann Fitzpatrick
Scott Howard
Jane McLean
Crystal Morrissey
Elizabeth Peeters
Norm Price
Joan Skelton
Ken Van Den Oetelaar

Accessible formats and communication supports are available upon request.

1. Call to Order

C. Morrissey called the meeting to order at 1:30 p.m. L. Dasilva, M.A. Fitzpatrick, S. Howard, J. McLean and N. Price were in attendance.

2. Administrative Business

2.1 Adoption of Agenda

KLAAC2019-019

Moved By J. McLean

Seconded By Scott Howard

That the agenda be adopted as circulated.

Carried

2.2 Declaration of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

2.3 Adoption of Minutes from Previous Meeting

2.3.1 KLAAC2019-07.2.3.1

Minutes, October 17, 2019 Kawartha Lakes Accessibility Advisory Committee Meeting

KLAAC2019-020

Moved By N. Price

Seconded By L. DaSilva

That the minutes of the Accessibility Advisory Committee meeting held on October 17, 2010, be adopted as circulated.

Carried

3. Deputations/Presentations

3.1 KLAAC2019-07.3.1

Accessible Transit

Todd Bryant, Manager, Fleet

Todd Bryant, Manager, Fleet and Transit, provided an update on the activities of Lindsay Transit for the 2019 calendar year. The update highlighted accomplishments made in 2019 and outlined the projects that are ongoing for 2020. It was noted that the Transit Advisory Committee has been disbanded and

now forms part of the Public Spaces Working Group for the Accessibility Advisory Committee. T. Bryant also confirmed that there are now 32 accessible bus shelters in the Town of Lindsay and 97% of bus stops are now accessible. T. Bryant responded to questions from the Committee.

KLAAC2019-021

Moved By J. McLean

Seconded By M.A. Fitzpatrick

That the presentation by Todd Bryant, Manager of Fleet and Transit, **regarding Accessible Transit**, be received.

Carried

3.2 KLAAC2019-07.3.2

Accessible Communication

Cheri Davidson, Manager - Communications, Advertising and Marketing

Ryan Cowieson, Communications Officer, provided an update on the steps being taken to promote accessible forms of communication. R. Cowieson also outlined that staff are going to be working on a video which will promote/highlight accessible features in Kawartha Lakes. The educational video is intended to build awareness on the services that the City offers and how the City is working to improve accessibility.

KLAAC2019-022

Moved By N. Price

Seconded By Scott Howard

That the presentation by Ryan Cowieson, Communications Officer, **regarding Accessible Communication**, be received.

Carried

3.3 KLAAC2019-07.3.3

Accessible Public Spaces - Facilities

Jorg Petersen, Manager, Building and Properties

Jorg Petersen, Manager, Building and Property, provided an overview of the Building and Property Division. J. Petersen highlighted projects that were completed in 2019 and summarized projects that will be underway in 2020. The Committee discussed accessible features that have been incorporated at City Hall.

KLAAC2020-023

Moved By J. McLean

Seconded By L. DaSilva

That the presentation by Jorg Petersen, Manager, Building and Property, regarding **Accessible Public Spaces - Facilities**, be received.

Carried

4. Correspondence

5. News/Updates from Working Groups, Staff and Council

5.1 Accessibility Officer Update

Barb Condie, Accessibility Coordinator, reviewed the Accessibility Form that was held at Fleming College on October 23, 2019. B. Condie also provided a summary of the Accessibility Master Plan Update.

Note: the meeting concluded at 2:50 p.m. following this discussion due to loss of quorum.

Committee Work Plan Tool	
Committee Name:	Kawartha Lakes Accessibility Advisory Committee
Work plan for Year:	(Appendix A) 2019 Activities Report
Approved by Council:	

Goal	Measurement Stages	Timeline	Measurement for Success	Successes/Achievements
1. Provide a Fall Accessibility Forum	a) Secure Keynote Speaker b) Develop theme c) List activities necessary to complete for success d) Decide on participants e) Planning and development of agenda and timelines f) Completion of tasks as per item c) g) Invite stakeholders h) Present the day	a) & b) Q1 d) & e) Q2 f) Q3 g) Oct 23	Successful day measured by number of attendees (aiming for an attendance of 100-150), success learning experience, successful networking, feedback received	-136 Attendees - coverage by Global News providing great awareness - His honour David C. Onley once again provided valuable message - Alec Denys along with 11 other presentations offered a wide variety of information and was well received with excellent feedback received from participants - 52 visitors (Accessibility Coordinators) from across the Province attended City Hall October 24 th for their Fall ONAP meeting. The group complimented City Hall improvements and Downtown Lindsay establishments.

Goal	Measurement Stages	Timeline	Measurement for Success	Successes/Achievements
2. Presentation of the 2019 Accessibility Awareness Recognition Awards	<ul style="list-style-type: none"> a) Draft information to be included in a media release and disseminate b) Secure June 4, 2019 on the Council Agenda, meeting room for light refreshments, photo shots c) Utilize Social Media platforms and other means such as publically displayed posters to raise awareness d) At closing make review of the nominations received and qualify e) Provide summary of reasoning and recommendation to be included in a Council Report for consideration f) Upon Council endorsement notify recipients of the award, date and time of the ceremony. g) Invite Mayor and Council Liaison to participate h) Order Awards and engraved plates for City Hall wall plaque 	<ul style="list-style-type: none"> a) & b) Q1 b) Q1 c) Q2 d) Q2 e) Q2 f) Week prior to event. g) to k) Day of 	Successful day measured by number of nominations received (goal to encourage at least 5 nominations), number of qualified recipients selected by Council, participation, media exposure and feedback received	Pleased to report that the Committee exceeded their measurement of success with the presentation of (9) Nine Accessibility Awareness Awards in 2019.

Goal	Measurement Stages	Timeline	Measurement for Success	Successes/Achievements
	i) Order light refreshments for luncheon j) Host recipients k) Participate in presentation of Awards			
3. Outreach – Create greater awareness through several avenues such as participation in local events, by creating information brochures, posters and continuing to reach audiences through social media platforms	a) Creation of informational booklets on Accessibility b) Creation of posters c) Creating a closer informational network with the CKL Chamber Offices and BIA	a) & b) Q1 & 2 b) On-going	a) And b) completion and dissemination c) will be on-going through Downtown Revitalization projects and other avenues Communications, Advertising and Marketing Division have been assisting with this goal. Benchmarks set based on increased inquiries, number of hits on social media, as need requires – replacement of informational pieces.	-Several booklets of information have been published by the Province. -A display was purchased for City Hall to house materials of interest on Accessibility. -this information is replenished and new is added to the display when created. -Accessibility Forum held during Business Week, start time adjusted to meet the needs of business, event publicized through Chamber, BIA and other -Presentation directed to local business through Workforce Development Board Speakers Series -On-going for 2020

Goal	Measurement Stages	Timeline	Measurement for Success	Successes/Achievements
4. Explore the development of list of standard comments to be included when reviewing and providing recommendation during the Site Plan Review process. New statistics from Stats Canada and Angus Reid available.	a) research b) draft c) development of a list of accessibility considerations in site plan development	2019/early 2020	Measurable success of the final product will be discussed in the development to include Increased awareness, inquiries	-standardized comments such as statistics on the increase in the number of people with disabilities, etc. introduces comments provided on each site plan review. -project on-going through 2020
5. Explore opportunities to educate and encourage investment in accessible residential growth/visitable community models	2019 development stages – Research and consultation	On-going	Exploration stage - Collection of information – gained knowledge. Measurable will be based on future developments including accessible features.	Research and connections on-going into 2020

Goal	Measurement Stages	Timeline	Measurement for Success	Successes/Achievements
6. Continued participation in the public processes associated with Downtown Revitalization and Reconstruction	Advisory to Staff and Council	On-going	By number of reviews completed.	Consultation and comment provided on design for Downtown Reconstruction in Lindsay
7. Continue to support Age-Friendly initiatives in Kawartha Lakes	Advisory and Support	On-going	By number of actions taken to provide assistance.	Both the Chairperson of the AAC and the Accessibility Officer attend Steering Committee Meetings in support of Age-Friendly initiatives.
8. Continue to review and provide comment to Council, City Staff and stakeholders on projects, plans and policy as needed. Including the City AODA compliance review and report submission by year end.	# of consultations # of comments	On-going	Increased accessibility presence in projects, plans and policy. Measurement of success will be dependant on the review, update and inclusion.	Consultation and comment provided on but not limited to: -Eleven (11) Site Plan applications in 2019 -participation in the Secondary Plan Policy Development - Development stages of the renewed Council Strategic Plan -Bobcaygeon Beach Park design -Parking strategy -etc.

Committee Work Plan Tool	
Committee Name:	Kawartha Lakes Accessibility Advisory Committee
Work plan for Year:	(Appendix B) 2020 Work Plan
Approved by Council:	

Goal	Measurement Stages	Timeline	Measurement for Success
1. Presentation of the 2020 Accessibility Awareness Recognition Awards	a) Draft information to be included in a media release and disseminate b) Secure May 26, 2020 on the Council Agenda, meeting room for light refreshments, photo shots c) Utilize Social Media platforms and other means such as publically displayed posters to raise awareness d) At closing make review of the nominations received and qualify e) Provide summary of reasoning and recommendation to be included in a Council Report for	a) & b) Q1 b) Q1 c) Q2 d) Q2 e) Q2 f) Week prior to event. g) to k) Day of	Successful day measured by number of nominations received (goal to encourage at least 5 nominations), number of qualified recipients selected by Council, participation, media exposure and feedback received

Goal	Measurement Stages	Timeline	Measurement for Success
	<p>consideration</p> <p>f) Upon Council endorsement notify recipients of the award, date and time of the ceremony.</p> <p>g) Invite Mayor and Councillor Veale to participate in the presentation ceremony</p> <p>h) Order Awards and engraved plates for City Hall wall plaque</p> <p>i) Order light refreshments for luncheon</p> <p>j) Host recipients</p> <p>k) Participate in presentation of Awards</p>		
<p>2. Outreach – Create greater awareness through several avenues such as participation in local events, by creating information brochures, posters and continuing to reach audiences through social media platforms</p>	<p>a) Creation of educational newsletter (quarterly leading to monthly) for City Staff and community</p> <p>b) Creating a closer informational network with the CKL Chamber Offices and BIA</p>	<p>a) & b) Q1 & 2</p> <p>b) On-going</p>	<p>a) completion and dissemination</p> <p>b) will be on-going through Downtown Revitalization projects and other avenues</p> <p>Communications, Advertising and Marketing Division have been assisting with this goal.</p> <p>Benchmarks could be set based on increased inquiries, number of hits on social media, as need requires – replacement of informational pieces. This will be monitored throughout the year.</p>

Goal	Measurement Stages	Timeline	Measurement for Success
3. Explore opportunities to educate and encourage investment in accessible residential growth/visitable community models	2020 development stages – Research and consultation, presentations and the development of useful documents associated with education on accessible design.	On-going	Exploration stage - Collection of information – gained knowledge. Measurable will be based on future developments including accessible features. This year will include the creation of an accessibility checklist for developers, an Accessibility Bootcamp Workshop for Planning, Engineering, Parks and Recreation Staff and others associated with Accessible Design of Public Spaces, etc.
4. Continue to support Age-Friendly initiatives in Kawartha Lakes.	Advisory and Support	On-going	By number of actions taken to provide assistance.
5. Continue to review and provide comment to Council, City Staff and stakeholders on projects, plans and policy as needed. This includes such items as Secondary Plan Policy development, Active Transportation Master Plan, etc.	# of consultations # of comments	On-going	Increased accessibility presence in projects, plans and policy. Measurement of success will be dependant on the review, update and inclusion.