

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

**KLAAC2021-001**

**Wednesday, January 27, 2021**

**Meeting to Commence at 1:30 p.m. - Electronic Participation**

**Council Chambers**

**City Hall**

**26 Francis Street, Lindsay, Ontario K9V 5R8**

**Members:**

**Councillor Doug Elmslie**

**Sharon Coupland**

**Lynda DaSilva**

**Sonya Fox**

**Crystal Morrissey**

**Andre O'Bumsawin**

**Elizabeth Peeters**

**Mary Jean Porteous**

**Norm Price**

**Ken Van Den Oetelaar**

**Note: This will be an electronic participation meeting and public access to Council Chambers will not be available. Please visit the City of Kawartha Lakes YouTube Channel at <https://www.youtube.com/c/CityofKawarthaLakes> to view the proceedings.**

**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](mailto:AgendaItems@kawarthalakes.ca) if you have an accessible accommodation request.**

<b>1.</b>	<b>Call to Order</b>	
1.1.	KLAAC2021-01 1.1 Appointment of Chair	
1.2.	KLAAC2021-01 1.2 Appointment of Vice-Chair	
<b>2.</b>	<b>Administrative Business</b>	
2.1.	Adoption of Agenda	
2.2.	Declaration of Pecuniary Interest	
2.3.	Adoption of Minutes from Previous Meeting  <b>Kawartha Lakes Accessibility Advisory Committee Minutes - November 25, 2020</b>	
<b>3.</b>	<b>Deputations/Presentations</b>	
<b>4.</b>	<b>Correspondence</b>	
<b>5.</b>	<b>News/Updates from Working Groups, Staff and Council</b>	
5.1.	Accessibility Officer Update	
5.1.1.	KLAAC2021-01 5.1.1  <b>Committee Work Plan Tool - 2020 Work Plan Activities Report</b> Barb Condie, Accessibility Coordinator	4 - 9
5.1.2.	KLAAC2021-01 5.1.2  <b>Committee Work Plan Tool - 2021 Work Plan</b> Barb Condie, Accessibility Coordinator	10 - 12
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.

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6. **New or Other Business**

7. **Next Meeting**

8. **Adjournment**

Committee Work Plan Tool	
<b>Committee Name:</b>	Kawartha Lakes Accessibility Advisory Committee
<b>Work plan for Year:</b>	(Appendix A) 2020 Activities Report
<b>Approved by Council:</b>	

Goal	Measurement Stages	Timeline	Measurement for Success	Successes/Achievements
1. Presentation of the 2020 Accessibility Awareness Recognition Awards	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	a) & b) Q1 b) Q1  c) Q2  d) Q2  e) Q2 f) Week prior to event. g) to k) Day of		Not successful. Due to the on-set of Province wide emergency of COVID-19. Deferred nominations received through the media release to the 2021 year. Awards will be presented virtually if necessary due to the pandemic.

Goal	Measurement Stages	Timeline	Measurement for Success	Successes/Achievements
	<ul style="list-style-type: none"> <li>f) Upon Council endorsement notify recipients of the award, date and time of the ceremony.</li> <li>g) Invite Mayor and Council Liaison to participate</li> <li>h) Order Awards and engraved plates for City Hall wall plaque</li> <li>i) Order light refreshments for luncheon</li> <li>j) Host recipients</li> <li>k) Participate in presentation of Awards</li> </ul>			

Goal	Measurement Stages	Timeline	Measurement for Success	Successes/Achievements
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	<ul style="list-style-type: none"> <li>a) Creation of educational newsletter (quarterly leading to monthly) for City Staff and community</li> <li>b) Showcasing accessibility initiatives through filming and photos. Development of a collection that can be utilized in partnership with Communications</li> <li>c) Creating a closer informational network with the CKL Chamber Offices and BIA Creation of informational booklets on Accessibility</li> </ul>	<ul style="list-style-type: none"> <li>a) &amp; b) Q1 &amp; 2</li> <li>b) On-going</li> </ul>	<ul style="list-style-type: none"> <li>a) completion and dissemination</li> <li>b) will be on-going through Downtown Revitalization projects and other avenues</li> </ul> <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>	<ul style="list-style-type: none"> <li>a) Staff newsletter created and shared through internal Communication Alerts</li> <li>b) Accessibility Highlights Video appears on City Website</li> <li>c) City Hall hosts a number of informational brochures in the main hall area</li> </ul> <p>On-going</p>

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 2021. Timeline extended due to pandemic.
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 2021 and beyond

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. Continue to comment as the project advances.
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 sit as members of the Age-Friendly Steering Committee hosted by the Health Unit. Health Unit staff have been redeployed to pandemic efforts in 2020 and into 2021. Meetings in support of Age-Friendly have been deferred with the pandemic..



Goal	Measurement Stages	Timeline	Measurement for Success	Successes/Achievements
<p>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.</p>	<p># of consultations # of comments</p>	<p>On-going</p>	<p>Increased accessibility presence in projects, plans and policy. Measurement of success will be dependant on the review, update and inclusion.</p>	<p>Consultation and comment provided on but not limited to: -recommendation on Eight (8) Site Plan application submissions in 2020 -participation in the providing comment on a number of pandemic related policy pieces such as outdoor patios, application for events, -etc.</p>

Committee Work Plan Tool	
<b>Committee Name:</b>	Kawartha Lakes Accessibility Advisory Committee (AAC)
<b>Work plan for Year:</b>	(Appendix B) 2021 Work Plan
<b>Approved by Council:</b>	

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 Date on the Council Agenda, 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 virtual ceremony.	a) & b) Q1 b) Q1 c) Q2 d) Q2 e) to i) late Q2	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
	<ul style="list-style-type: none"> <li>g) Invite Mayor and Councillor Elmslie to participate in the presentation ceremony</li> <li>h) Order Awards and engraved plates for City Hall wall plaque</li> <li>i) Virtually participate in presentation of Awards</li> </ul>		
<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>	<ul style="list-style-type: none"> <li>a) Creation of educational newsletter (quarterly leading to monthly) for City Staff and community</li> <li>b) Showcasing accessibility initiatives through filming and photos. Development of a collection that can be utilized in partnership with Communications</li> <li>c) Creating a closer informational network with the CKL Chamber Offices and BIA</li> </ul>	<ul style="list-style-type: none"> <li>a) &amp; b) Q1 &amp; 2</li> <li>b) On-going</li> </ul>	<ul style="list-style-type: none"> <li>a) completion and dissemination</li> <li>b) will be on-going through Downtown Revitalization projects and other avenues</li> </ul> <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.  <b>(commencing Health Unit staff availability)</b>
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 Accessibility Master Plan, 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.