

## Committee Work Plan Tool

**Committee Name:** Kawartha Lakes Accessibility Advisory Committee

**Work Plan for Year:** 2018

**Approved by Council:**

<b>2018 Kawartha Lakes AAC Work Plan</b>			
<b>Goal</b>	<b>Measurement Stages</b>	<b>Timeline</b>	<b>Measurement for success</b>
<b>The City Accessibility Plan and Policy Review</b>	1. Meet with City Staff 2. Identify concerns 3. Prioritize 4. Review Draft 5 year plan 5. Provide recommendation to Staff on draft 6. Provide recommendation of support to Council on final	Meeting will take place in November 2017  This will consume a great deal of Committee time during 2018  <b>Accomplished</b>	2018- 2023 (5 Year) Accessibility Plan endorsed by Council.  Accessibility Policy Review Paper endorsed by Council  By Q2 2018
Participation in the Age Friendly Planning – Business Communication Strategy	Share resources and research findings with the Business Communication Strategy Committee on possible programs such as Mapping, Stop Gap, threshold marking, etc. and develop a partnership for implementation.	This will be on-going through 2018	Sustainability through the continued progress as a Tourist friendly, Accessibility Friendly, Age-Friendly Community  <b>Work was supported through the success of obtaining New Horizons Funding in the amount of \$25,000.</b>

<b>Built Environment Parks Working Group</b>			
Review in a timely manner the site plans and drawings for buildings and facilities as described in Section 41 of the Planning Act – as per the AODA and the Committee terms of reference	<ol style="list-style-type: none"> <li>1. Review in a timely manner – meetings arranged as site plans made available</li> <li>2. Provide comments and recommendation to staff that is shared with the site developer</li> </ol>	2018 On-going	<p>Improved access to commercial sites, buildings and facilities.</p> <p><b>This is an on-going committee activity. The Public Spaces Working Group had difficulty due to a number of unforeseen circumstances. Keeping up with the demand of site plan review was difficult. The committee has had the good fortune of the addition of a volunteer technical advisor with experience in the area of site plan review. Since early December with this assistance the Public Spaces Working Group has provided comment on Lindsay Downtown Reconstruction, Bobcaygeon Beach Park and 6 other site plans.</b></p>

## 2018 Kawartha Lakes AAC Work Plan

Accessible Playgrounds	<ol style="list-style-type: none"> <li>1. On-going dialogue with Parks and Recreation required to define, determine accessible features inventory and to create a listing of accessible play areas.</li> <li>2. <a href="#">Accessible Playgrounds Canada</a></li> <li>3. Encourage Staff to build a listing of accessible play areas and make it public on City website then share on the Canadian link to draw tourists.</li> <li>4. Continue to research what other Municipalities have incorporated for play structures, new products and provide comment as it pertains to accessibility features, surface products, etc.</li> </ol>	On-going 2018	<p>Improved access to playgrounds</p> <p>Listing of Accessible Playgrounds on City Website</p> <p><b>This will be explored at a later dated. Perhaps 2020. There are many large City projects underway.</b></p>
City Facilities	<ol style="list-style-type: none"> <li>1. Facility Accessibility Design Standards and Management Directive are in Draft awaiting proposed adoption in last quarter of 2017 at the time of this report.</li> <li>2. Explore other means of auditing all City facilities with the proposed standard.</li> </ol>	On-going through 2018, 2019, 2020, until complete	<p>Improved access to CKL Buildings</p> <p><b>Facility Accessibility Design Standards adopted.</b></p> <p><b>This item was identified within the 5 year Accessibility Master Plan and</b></p>

<b>2018 Kawartha Lakes AAC Work Plan</b>			
			<b>will be monitored through the Accessibility Planning process.</b>
<b>Public Awareness Working Group</b>			
Accessibility Awareness Awards presented in late May, early June at Council.	<p>On-line nomination form available on the City Website has enhanced the process.</p> <p>Explore opportunities to engage greater participation in the nomination process.</p>	On-going	<p>Highlighting the work of people and organizations continues to be a great opportunity to build awareness.</p> <p><b>Partnership with the Communication and Marketing Division has resulted in greater publicity. A Communication Plan has been created.</b></p>
International Day of Persons with Disabilities, 3 Dec Theme - Inclusion matters: access and empowerment for people of all abilities!	Recognize annually (December 3 <sup>rd</sup> )	Annual - ongoing	Day Recognized.
Participation/ Attendance at various Community Events: MP, MPP Seniors luncheon, Active Lifestyle show, etc.	<p>Provide a presence at June and October Events</p> <p>Explore participation at other events.</p>	Annual – on-going	Broadened Public Awareness base.

## 2018 Kawartha Lakes AAC Work Plan

Advocate through local media	Continue to explore various ways to advocate and provide resources to City Council, Staff and the Public	Annual- Ongoing	Increased public outreach <b>Increased through discussions with Communication, Advertising and Marketing Division.</b>
AAC Increased coverage of Threshold Marking	<ol style="list-style-type: none"> <li>1. Media release will be prepared and circulated for Spring 2017 to include a business, a not for profit organization and a city facility that uses the tape</li> <li>2. Create a policy and brochure</li> <li>3. Provide presentation to Age Friendly</li> <li>4. Provide information to Chamber offices</li> </ol>	On-going <b>Not complete.</b>	<ol style="list-style-type: none"> <li>1. By the number of thresholds that are made visible with the threshold marking</li> <li>2. Policy and Brochure created</li> <li>3. Media releases issued</li> <li>4. Material available at various locations and posted on City website</li> </ol>
Explore New Logo Design	<ol style="list-style-type: none"> <li>1. Work with Communications to secure professional, enhanced logo design</li> <li>2. Need to simplify design for printing and use on promotional materials</li> </ol>	2018 <b>Complete</b>	Greater outreach (useable, readable, print friendly design) <b>Discussions with Communication, Advertising and Marketing resulted in branded logo.</b>
Explore the creation of educational workshops for City Staff, other stakeholders	<p>Topics could include:</p> <ul style="list-style-type: none"> <li>• Accessibility comes in all shapes, sizes (disability awareness focus)</li> <li>• Accessible meetings</li> <li>• Universal design, etc.</li> </ul>	On-going <b>Development stages in 2018. Training manual created.</b>	Goal to facilitate one or two workshops in 2018 <b>Moved to 2019/20 year</b>

**2018 Kawartha Lakes AAC Work Plan****Transportation Parks Working Group**

Explore avenues of specialized transportation	Continue to research best practices and offer information to City Staff and Council.	<b>On-going Participation in meetings involving this topic will continue to be of interest to the committee.</b>	Aging in place (community of choice), work, care options with the provision of accessible, affordable transportation for those in need
Accessible walkways (sidewalks – pedestrian flow – sidewalk occupancy) throughout the City of Kawartha Lakes	Review of sidewalk occupancy policy, patio permit policy  Make recommendation of change through AAC to Council	On-going through 2018  <b>Comment on Lindsay Downtown Reconstruction, comment on Patio Permit/Occupancy, this fits into review of City policy, processes as they are renewed.</b>	Improved access on City streetscapes  Policy updates as required