

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.

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	<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>			

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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>

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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

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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..

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<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>