

Committee Work Plan Tool

Committee Name:	Kawartha Lakes Accessibility Advisory Committee (AAC)
Work plan for Year:	(Appendix A) 2021 Work Plan Achievements
Approved by Council:	

Goal	Measurement Stages	Timeline	Measurement for Success
1. Presentation of the 2021 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	Success 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 <ul style="list-style-type: none"> A successful virtual presentation was made at Council on June 1, 2021 to Seven (7) Award Recipients

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	g) Invite Mayor and Councillor Elmslie to participate in the presentation ceremony h) Order Awards and engraved plates for City Hall wall plaque i) Virtually participate in presentation of Awards		
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	a) Creation of educational newsletter (quarterly leading to monthly) for City Staff and community b) Show casing accessibility initiatives through filming and photos. Development of a collection that can be utilized in partnership with Communications c) Creating a closer informational network with the CKL Chamber Offices and BIA	a) & b) Q1 & 2 b) On-going	<p>Completion and dissemination</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> <ul style="list-style-type: none"> This is an on-going effort. The Public Awareness Working Group has discussed the development of a plan to generate greater awareness in 2022.

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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	<p>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.</p> <ul style="list-style-type: none"> • Draft checklist was presented to the Senior Management Team and circulated to the Planning Division in 2021. More information is forthcoming to move it from draft. • Unfortunately, due to illness and unforeseen circumstances, the consultant was not available to provide the Accessibility Bootcamp.
4. Continue to support Age-Friendly initiatives in Kawartha Lakes.	Advisory and Support	On-going	<p>By number of actions taken to provide assistance.</p> <ul style="list-style-type: none"> • Due to the involvement of Health Unit Staff with COVID related duties Age-Friendly initiatives were placed on hold through 2021

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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. Referred to the group: <ul style="list-style-type: none"> • Pandemic Recovery Task Force • Community Safety and Well-being Plan • Events applications • Trails master plan • Lindsay and Fenelon Falls Downtown Revitalization projects • Etc.