



Accessibility Advisory Committee Agenda

Date and Time Monday, May 27, 2013 at 10:00 a.m.

Place Community Room, Sydenham Library

Members:

John McDougall, County Councillor

Gary Davison, County Councillor

Neil Allen, South Frontenac - Chair

Danka Brewer, Central Frontenac

Francine Arsenault, Community Member at Large - Vice
Chair

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1. Call to order
2. Adoption of the agenda
3. Disclosure of pecuniary interest and general nature thereof
4. Adoption of minutes
 - Minutes of Meeting held February 22, 2013
5. Deputations and/or presentations
6. Communications
 - Correspondence from the Ministry of Economic Development, Trade and Employment advising of the upcoming regional forums for municipal Accessibility Advisory Committees.
7. Accessibility Advisory Committee Work Plan
 - 2013-100
2012/2013 Joint Annual Accessibility Plan Update
 - 2013-101
Creation of an Accessibility Awards Program
 - Discussion on Facility Accessibility Design Standards (FADS)
City of London FADS - [Click here to view](#)
City of Kingston FADS - [Click here to view](#)
8. Other business
9. Next meeting date
10. Adjournment

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**Joint Accessibility Advisory Committee Meeting Minutes
February 22, 2013**

A meeting of the Frontenac Joint Accessibility Advisory Committee (FAAC) was held at the Sydenham Public Library on Friday, February 22, 2013 at 1:00 PM

- Present:** Neil Allen, Township of South Frontenac Representative - Chair
John McDougall, County Council Representative
Gary Davison, County Council Representative
Jannette Amini, County of Frontenac
- Regrets:** Francine Arsenault, Community at Large Representative - Vice-Chair
Danka Brewer, Township of Central Frontenac Representative

1. Call to order

The Chair called the meeting to order at 1:07 p.m.

2. Adoption of the agenda

Moved By: Councillor McDougall
Seconded By: Councillor Davison

RESOLVED THAT the agenda for the February 22, 2013 meeting of the Joint Accessibility Advisory Committee be adopted as circulated.

CARRIED

3. Disclosure of pecuniary interest and general nature thereof

The Chair instructed the recording secretary to record that in accordance with the *Municipal Conflict of Interest Act*, no disclosures of pecuniary interest or the general nature thereof were declared.

4. Adoption of minutes

Minutes of Meeting held November 26, 2012

Moved By: Councillor Davison
Seconded By: Councillor McDougall

RESOLVED THAT the minutes of the Joint Accessibility Advisory Committee meeting held November 26, 2012 be adopted as circulated.

CARRIED

5. Deputations and/or presentations

There were none.

6. Accessibility Advisory Committee Work Plan

**2013-042
2012/2013 Joint Annual Accessibility Plan Update**

Moved By: Councillor McDougall
Seconded By: Councillor Davison

RESOLVED THAT the Joint Accessibility Advisory Committee receive the 2012/2013 Joint Annual Accessibility Plan Update report for information purposes only.

CARRIED

Ms. Amini provided an overview of the report. It was requested that the specific accessibility requirements within the County Procurement Policy which is yet to be passed by County Council be provided to members of Council.

Ms. Amini was unable to comment on updates by the Townships and if was felt that perhaps representatives from the 4 Townships be invited to participate at these meetings.

**2013-043
Legislative Accessibility Updates**

Moved By: Councillor Davison
Seconded By: Councillor McDougall

RESOLVED THAT the Joint Accessibility Advisory Committee receive the Legislative Accessibility Updates report for information;

AND FURTHER THAT members of the Joint Accessibility Advisory Committee forward their comments to staff on the Building Code Consultation Paper by March 4, 2013 for inclusion with the County of Frontenac's comments to the Ministry of Municipal Affairs and Housing.

CARRIED

Ms. Amini provided an overview of the report and noted that the County had submitted comments last year on the new Accessibility Standards for the Design of Public Spaces which the report advises has now become law. With respect to the Consultation Paper on the *Ontario Building Code*, Ms. Amini noted that the County Accessibility Staff Committee will be meeting on Monday to review the Consultation Paper with the intent of submitting comments to the Ministry and is requesting that if Committee members have

comments on the Paper, to forward them to her for inclusion with the County's submission.

**Discussion on the possibility of creating an Accessibility Award
(Mr. Neil Allen, Chair, will lead this discussion)**

The Committee reviewed the awards programs of the City of Brockville and the City of Kingston which appear similar in nature with the intent of bringing awareness to accessibility. The Committee agreed that it would like to proceed with establishing some form of awards program; however additional research would be needed on how it would like to proceed. A key difference within the 2 municipal programs currently being considered are that one AAC Committee chooses the recipient and one goes through a community nominations process. The Committee felt that a public nominations process would be more transparent as well as make the award more meaningful given that the recipient is being chosen by the community.

Mr. Allen, Councillor McDougall and Ms. Amini will proceed in doing additional research with the intent of bringing forward a report at the next meeting.

Through discussions regarding where such an award might be displayed, it was brought to staff's attention that the County Administrative Building is not very inviting to the public and it was suggested that the various aspects of the County such as ETS and Fairmount Home could be displayed as one enters the building.

The Committee asked how best to inform the community about accessibility to which Ms. Amini noted that the County of Frontenac produces a monthly newsletter and she will request that an "Accessibility" section be added to this.

Moved by: Councillor McDougall
Seconded by: Councillor Davison

BE IT RESOLVED THAT County Council authorize the JAAC Committee to proceed with the investigation of the County implementing an Accessibility Award.

CARRIED

7. **Other business**
8. **Next meeting date**
9. **Adjournment**

The meeting adjourned at 3:05 p.m.



**The Accessibility Directorate of Ontario
in partnership with
The Ontario Municipal Social Services Association
Presents
Accessibility Advisory Committee Forums 2013**

Theme:

Engaging Effectively with your Community

These forums will provide tips and strategies for Accessibility Advisory Committees (AACs) to engage effectively with their municipalities and communities to make them more accessible and inclusive.

Who Should Attend:

- Members of municipal Accessibility Advisory Committees
- Municipal staff who work with and support those committees
- Community organizations who provide services to people with disabilities

Program Highlights:

- Legislative review, updates, and latest resources to assist attendees in implementing the Accessibility for Ontarians with Disabilities Act and making Ontario accessible
- Roles and responsibilities of Accessibility Advisory Committees in the municipal decision-making process
- Understanding the municipal public engagement process and how to make it inclusive
- Using social media tools to engage with your community and municipality
- Keynote address by Victoria Nolan, Paralympian (Rowing)

Dates and Locations:

New Liskeard - May 2, 2013 - Holiday Inn Express and Suites

Sault Ste. Marie - May 7, 2013 - Delta Sault Ste. Marie

Burlington - May 9, 2013 - Holiday Inn Burlington

Toronto - May 22, 2013 - Metro Toronto Convention Centre

London - May 29, 2013 – London Convention Centre

Ottawa - June 20, 2013 - Delta Ottawa City Centre



Report 2013-100

COMMITTEE REPORT

To: Chair and Members of the Joint Accessibility Advisory Committee

From: Jannette Amini
Deputy Clerk

Date prepared: May 1, 2013

Date of meeting: May 27, 2013

Re: **Joint Accessibility Advisory Committee – 2012/2013 Joint Annual Accessibility Plan Update**

Recommendation

RESOLVED THAT the Joint Accessibility Advisory Committee receive the *2012/2013 Joint Annual Accessibility Plan Update* report for information purposes only.

Background

At the December 19, 2012 regular meeting of County Council, Council approved the 2012/2013 Joint Annual Accessibility Plan which is mandated under the *Ontarians with Disabilities Act, 2001*, (ODA).

Within the Executive Summary of the Plan, the goals for 2012/2013 are identified as:

- Municipalities will continue to be encouraged to include a budget line for Accessibility barrier removal in their operating and capital budgets
- Review the audit report conducted in 2004 to plan for the removal of further barriers with a goal of achieving accessibility in municipal offices
- Increase awareness of the requirements of the Accessibility Advisory Committee and the Accessibility for Ontarians with Disabilities (AODA) legislation
- Maintain compliance with the AODA accessibility standards

Comment

The purpose of this report is to provide the Committee with an update with respect to the progress of the 2012/2013 Annual Accessibility Plan and the Targets of the respective partners. The Joint Annual Accessibility Plan is a collaborative plan for the County of Frontenac and the Townships of North Frontenac, Central Frontenac, South Frontenac and Frontenac Islands. Section 4 of the Plan identifies Targets for the coming year for each of these partners which are noted below along with highlighted updates on each partner's progress:

County of Frontenac

- The County will complete its website redevelopment in January of 2013. Ongoing evaluations of the website will ensure that the website meets or exceeds accessibility requirements.
- Employment, communication and information, and training policies and procedures will be developed and/or amended to bring the County into compliance with regulations under the AODA. This is expected to be a significant organizational undertaking that will impact multiple areas of operation.
- Beginning January 1, 2013, the County's procurement policy will require the integration of accessibility features and criteria into purchasing processes. Contractors who do business with the County will be expected to conform with the requirements of the AODA and ODA.
- The accessibility staff committee will continue to identify barriers within the County office, and recommend solutions that will improve accessibility.
- A 2013/2014 annual accessibility plan shall be developed in consultation with the FAAC.

Updates: 2013-05-27

- ❖ The County website development is complete and went live on May 24, 2013.
- ❖ County Council passed the County Procurement Policy By-law at its March 20th regular meeting which incorporates an integration of accessibility features and criteria into purchasing processes.
- ❖ The accessibility staff committee met on February 25, 2013 to review and discuss the Building Code Consultation Paper. A report went to County Council on March 20th recommending that Council direct staff to submit the comments as outlined in the report to the Ministry of Municipal Affairs and Housing. The comments were submitted to the Ministry of Municipal Affairs and Housing on March 21, 2013. A copy of the report that went to County Council may be viewed at:
<https://frontenac.civicweb.net/Documents/DocumentList.aspx?ID=32340>.
- ❖ The County is working on a Communications Policy and Communications Plan with an expected completion in June 2013 and is on schedule. The new AODA standards are being incorporated into this Plan.

North Frontenac

- In 2013, the Township will begin implementing the Multi-Year Accessibility Plan. The Township will also continue to investigate how its facilities and services can be made more accessible

Updates: 2013-05-27

- ❖ Proposed playground – North Frontenac Township Council has approved the Trillium funding application; however the Township has not yet received approval from Trillium for the project at this time.

Central Frontenac

- Township Office will be undergoing renovations in 2013 to improve accessibility for customer service. This will include better lighting, lower customer service desks and larger print signs. These renovations will also allow staff to adjust their work space to meet personal needs.
- The website will be W3C compliant by spring 2013.

- The Township is currently undergoing a strategic review of their buildings which will make recommendations to make each building accessible as per the legislation.

Updates: 2013-05-27

- ❖ Accessibility retrofits have been postponed pending the successful recruitment of a CAO/Clerk. It is anticipated that the renovations for the customer service area along with the W3C will be completed in 2014.

South Frontenac

- Redesign website to incorporate text-to-voice, variable font sizes and improved readability levels.

Updates: 2013-05-27

- ❖ No updates are being reported; however the website updates are in the planning stages.

Frontenac Islands

- In 2013, the Township will develop its Multi-Year Plan and make arrangements to implement the provisions of the AODA that are required over the next several years; the Township will continue to explore ways to maintain and improve the accessibility of its facilities and services.

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Updates: 2013-05-27

- ❖ No updates are being reported; however the accessibility plan is on the list of things to do.

Sustainability Implications

Creating barrier-free communities through accessibility planning will enhance the County's move towards its goal of sustainability in both the social and economic pillars of the County's sustainability plan. As stated in *Directions for Our Future*, social sustainability is based on equity, diversity, connectivity, democracy and a good quality of life. It further states that economic development takes health, community, education, and environmental and social objectives into account.

Financial Implications

There are no direct financial implications associated with this report.

Organizations, Departments and Individuals Consulted and/or Affected

Township of North Frontenac
Township of Central Frontenac
Township of South Frontenac
Township of Frontenac Islands
David Millard, Manager of Information Systems
Anne Marie Young, Manager of Economic Sustainability
Colleen Hickey, Human Resources Specialist/Labour Relations
Marian VanBruinessen, Treasurer
Julie Shillington, Administrator, Fairmount Home
Alison Vandervelde, Communications Officer



Report 2013-101

COMMITTEE REPORT

To: Chair and Members of the Joint Accessibility Advisory Committee

From: Jannette Amini
Deputy Clerk

Date prepared: May 1, 2013

Date of meeting: May 27, 2013

Re: **Joint Accessibility Advisory Committee – Accessibility Awards Program**

Recommendation

RESOLVED THAT the Joint Accessibility Advisory Committee receive the *Accessibility Awards Program* report for information;

AND FURTHER THAT the Council of the County of Frontenac authorize the establishment of an Accessibility Awards Program for the County of Frontenac;

AND FURTHER THAT Council of the County of Frontenac endorse the Accessibility Award Selection Criteria as noted in Report 2013-101, Joint Accessibility Advisory Committee – Accessibility Awards Program as Exhibit A;

AND FURTHER THAT staff be asked to bring back a report on the costs associated with the purchase of a multi-plated plaque.

Background

The Province of Ontario passed the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) which became law on June 13, 2005. The purpose of the Act was for the development, implementation and enforcement of accessibility standards in order to achieve accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures and premises on or before January 1, 2025. It was also to provide for the involvement of persons with disabilities, the Government of Ontario, and representatives of industries and various sectors of the economy in the development of the accessibility standards.

The purpose of this report is to look at further ways in which the County, in partnership with the Joint Accessibility Advisory Committee, can recognize and promote accessibility for the residents of the County by establishing an awards program that recognizes a person, group or

organization that has made or is making a significant contribution beyond legislated requirements, towards improving access for persons with disabilities in the County.

Comment

Disability impacts the lives of many Ontarians, and the number of people with disabilities is increasing. Today, 15.5% of Ontario's population has a disability and this number will continue to grow as the population ages. Improving accessibility is the right thing to do and has a direct economic benefit to the County of Frontenac. According to the Royal Bank of Canada, people with disabilities have an estimated spending power of about \$25 billion annually across Canada. People with disabilities also represent a large pool of untapped employment potential. When Ontario is made accessible to people with disabilities everyone benefits. Establishing an award that recognizes those in the community who improve accessibility for those with disabilities will help promote and encourage others to help in making the County a barrier free community for all of its citizens.

In considering a possible accessibility awards program, the Joint Accessibility Advisory Committee looked to other area municipalities that currently have an established awards program in place, specifically, the City of Brockville, which created an Accessibility Award in 2008 and the City of Kingston which followed in 2011 with its International Day of Persons with Disabilities Access Award. International Day of People with Disability, which is celebrated each year on December 3, is an international observance promoted by the United Nations since 1992. The observance of the Day aims to promote an understanding of disability issues and mobilize support for the dignity, rights and well-being of persons with disabilities. It also seeks to increase awareness of gains to be derived from the integration of persons with disabilities in every aspect of political, social, economic and cultural life. Each year the day focuses on a different issue.

Both municipalities honour, once per year, a person, group or organization that has made a significant contribution towards improving access for persons with disabilities in their respective communities. The City of Brockville process has the Brockville Municipal Accessibility Advisory Committee (BMAAC) determining the nominees. The City of Kingston uses a public nominations process. Staff recommends the public nominations model used by the City of Kingston as it represents a more open and transparent process where the recipient of the award would be chosen by the community at large.

When making a call for public nominations for its International Day of Persons with Disabilities Access Award, Kingston developed a set of criteria to be used as guidelines for members of the public when submitting a nomination for a recipient of the award and staff recommends that the County follow suit.

In determining the type of award that the County could offer, both Brockville and Kingston present the recipient with a framed certificate. It has also been suggested at previous meetings of the Joint Accessibility Advisory Committee that the County, in conjunction with a framed certificate being offered to the recipient, display a multi-plated plaque for perpetual recognition which would be displayed at the County Administrative Offices.

Sustainability Implications

Creating barrier-free communities through accessibility planning will enhance the County's move towards its goal of sustainability in both the social and economic pillars of the County's sustainability plan. As stated in *Directions for Our Future*, social sustainability is based on equity, diversity, connectivity, democracy and a good quality of life. It further states that economic development takes health, community, education, and environmental and social objectives into account.

Financial Implications

There are no financial implications associated with this report; however initial investigation indicates that the cost of a multi-plated plaque could range between \$150 and \$1,000.

Organizations, Departments and Individuals Consulted and/or Affected

All County Townships

Exhibit A

**COUNTY OF FRONTENAC
INTERNATIONAL DAY OF PERSONS WITH DISABILITIES
ACCESS AWARD**

What is the International Day of Persons with Disabilities Access Award?

The County of Frontenac, in partnership with the Joint Accessibility Advisory Committee (JAAC), created this award in 2013 to recognize persons, groups or organizations that have made or are making a significant contribution beyond legislated requirements, towards improving access for persons with disabilities in the County of Frontenac.

“Access” can include designing new or renovated buildings, an employment program, a transportation system, a recreational or leisure program, or anything that contributes significantly to persons with disabilities living independently.

Who is Eligible for the Award?

- An individual, team, company or organization living and/or working in the County of Frontenac or involved in a project which directly benefits the citizens of the County of Frontenac, and
- An initiative developed within the past three years

How is the Award Winner Selected?

The Selection Committee is comprised of the Chair and one member of the Joint Accessibility Advisory Committee (JAAC), two members of the County of Frontenac Internal Accessibility Staff Committee and one member of County Council.

The judging of nominated projects is to take place in early fall, and the Awards Ceremony will be held on December 3rd from 1:00 pm to 3:00 pm. The nominees will be invited to the ceremony, where the award will be announced and the Warden will present the winner with a plaque.

Selection Factors:

The Selection Committee will consider the following factors as it evaluates nominees for the International Day of Persons with Disabilities Access Award:

- The degree to which the initiative demonstrates innovation and creativity in preventing, identifying and removing barriers to accessibility
- The degree to which the initiative enhances accessibility for persons with disabilities
- The degree to which the initiative improves the quality of life for persons with disabilities
- The impact the initiative has on developing and delivering interesting and effective awareness about disability and accessibility issues

Exhibit A

**COUNTY OF FRONTENAC
INTERNATIONAL DAY OF PERSONS WITH DISABILITIES
ACCESS AWARD**

Nomination Form

The County of Frontenac, in partnership with the Joint Accessibility Advisory Committee (JAAC), created this award in 2013 to recognize a person, group or organization that has made or is making a significant contribution beyond legislated requirements, towards improving access for persons with disabilities in the County.

“Access” can include designing new or renovated buildings, an employment program; a transportation system, a recreational or leisure program; or anything that contributes significantly to persons with disabilities living independently.

Who is Eligible for the Award?

- An individual, team, company or organization living and/or working in the County of Frontenac or involved in a project which directly benefits the citizens of County of Frontenac, and
- An initiative developed within the past three years

Nominator Information

Name of Nominator: _____

Company or Organization Name (if applicable): _____

Address: _____

City: _____

Postal Code: _____

Telephone (daytime): _____ **Fax:** _____

Email: _____

Nominator's Signature: _____

Date: _____

Exhibit A

Nomination Form (continued)

Nominee Information

Name of Nominee: _____

Company or Organization Name (if applicable): _____

Address: _____

City: _____

Postal Code

Telephone (daytime): _____ **Fax** _____

Email: _____

Nominators should include sufficient information to give the Selection Committee an understanding of the contributions made by the nominee, such as information about the projects and biographical information.

In the area below, please include the following information:

- A description of what the nominee has done to improve the quality of life for persons with disabilities in Kingston
- Information on the value and impact of the nominee's contribution

Briefly describe the initiative _____

Exhibit A

Nomination Form (continued)

The questions below have been developed to guide you in the presentation of information on your nominee. Please answer those questions which you feel apply.

1. What makes this initiative innovative and creative? _____

2. In what way(s) does the initiative enhance accessibility for persons with disabilities?

3. In what way(s) does the initiative improve the quality of life for persons with disabilities? _____

4. Describe the impact to which the initiative has on developing and delivering interesting and effective awareness about disability and accessibility issues. _____
