



Joint Frontenac Accessibility Advisory Committee
Tuesday, March 3, 2020 – 10:00 a.m.
Township of South Frontenac's Council Chamber,
4432 George Street, Sydenham

AGENDA

Page

1. **Call to Order**
2. **Election of Officers**
 - a) Election of Chair
 - b) Election of Vice Chair
3. **Adoption of the Agenda**
 - a) **That** the agenda for the March 3, 2020 meeting of the Joint Frontenac Accessibility Advisory Committee be approved.
4. **Disclosure of Pecuniary Interest and General Nature Thereof**
5. **Adoption of Minutes**
 - a) Minutes of Meeting held December 3, 2019
That the minutes of the Joint Frontenac Accessibility Advisory Committee meeting held December 3, 2019 be adopted.
6. **Deputations and/or Presentations**
 - a) Mr. Tyson Myers, Public Works Manager for Central Frontenac, will provide the Committee with an update on the Sharbot Lake Village Revitalization program.
[See Communications a)]
7. **Reports to the Accessibility Advisory Committee**
 - a) **2020-025**
Frontenac Accessibility Advisory Committee
Quarterly Update Report – Q1
This report is for information purposes only.

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8. Township Updates

- 12 a) Township of North Frontenac
- 13 b) Township of Central Frontenac
- 14 c) Township of South Frontenac
- d) Township of Frontenac Islands

9. Communications

- a) From Donna Longmire, Township of Central Frontenac, regarding Sharbot Lake Village Re-Construction information session.
[Distributed to Members of the Accessibility Advisory Committee on February 24, 2020]

10. Other Business

11. Next Meeting

- a) The next meeting of the Joint Frontenac Accessibility Advisory Committee is scheduled for Tuesday, June 2 at 10 a.m. at the Township of South Frontenac Council Chamber.

12. Adjournment



**Frontenac Joint Accessibility Advisory Committee Meeting Minutes
December 3, 2019**

A meeting of the Frontenac Joint Accessibility Advisory Committee (FAAC) was held at the Township of South Frontenac's Council Chamber, 4432 George Street, Sydenham on Tuesday, December 3, 2019 at 10:00 AM

Present: Neil Allen, Community Representative, South Frontenac, Chair
Ed Schlievert, Community Representative, North Frontenac
David Yerxa, Representative, Community at Large
Councillor Bill MacDonald, Council Liaison

Regrets Margaret Knott, Community Representative, Frontenac Islands, Vice Chair
Kurt Halliday, Community Representative, Central Frontenac
Councillor Gerry Martin

Staff Jannette Amini, County of Frontenac
Eric Korhonen, Township of North Frontenac
Donna Longmire, Township of Central Frontenac
Jillian McCormick, Township of South Frontenac

1. Call to Order

The Chair called the meeting to order at 10:12 a.m.

2. Adoption of the Agenda

Moved By: Councillor MacDonald
Seconded By: Mr. Schlievert

That the agenda for the December 3, 2019 meeting of the Joint Frontenac Accessibility Advisory Committee be approved.

Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

There were none

Mr. Korhonen advised that the Township of North Frontenac provided an annual refresher on Accessibility, Human Rights and Customer Service to all employees in 2019. It also provided Accessibility training to North Frontenac’s Re-use and Recycle Volunteers in 2019. These updates will be noted under the **Training** section of the annual report.

Mr. Korhonen also advised that the Township has completed the painting and signage of the accessible parking spaces at the Township offices. This information will be added to Appendix B – Township of North Frontenac Status Update – 2019.

2019 Celebrating Accessibility Awards

[Nominations were distributed under separate cover]

Moved By: Mr. Schlievert

Seconded By: Mr. Yerxa

That the Southern Frontenac Community Services Corporation be selected as the 2019 recipient of the County of Frontenac Celebration of Accessibility Award for its past and continues efforts in making the Grace Centre fully accessible.

Carried

7. Township Updates

Township of North Frontenac

Township of Central Frontenac

Township of South Frontenac

Township of Frontenac Islands

8. Communications

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**9. Other Business**

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10. Next Meeting

The meeting schedule for 2020 is as follows:

Tuesday, March 3 at 10 a.m.

Tuesday, June 2 at 10 a.m.

Tuesday, September 1 at 10 a.m.

Tuesday, December 1 at 10 a.m.

11. Adjournment

Moved By: Mr. Schlievert

Seconded By: Mr. Yerxa

That the meeting hereby adjourn at 10:27 a.m.

Carried



Report 2020-025

Committee Report

To: Chair and Members of the Frontenac Accessibility Advisory Committee

From: Jannette Amini, Manager of Legislative Services/Clerk

Date of meeting: March 3, 2020

Re: **Frontenac Accessibility Advisory Committee – Quarterly Update Report – Q1**

Recommendation

This report is for information purposes only.

Background

The Accessibility Advisory Committee is mandated to assist County and Township Councils in enabling persons with disabilities to have equal access to all opportunities within the County as well as work with Council and the community at large to identify and address the needs of persons with disabilities within the community.

Comment

The follow is a list of accessibility updates and activities that have occurred during Q1 of 2020:

1. Community Accessibility Upgrades

K&P Trail Update

Edge Protection – Section 80.9 of the Design of Public Spaces regulation requires that:

“Where a recreational trail is constructed adjacent to water or a drop-off, the trail must have edge protection that meets the following requirements:

- i. The edge protection must constitute an elevated barrier that runs along the edge of the recreational trial in order to prevent users of the trail from slipping over the edge.
- ii. The top of the edge protection must be at least 50 mm above the trail surface.
- iii. The edge protection must be designed so as not to impede the drainage of the trail surface

Despite (the above), where there is a protective barrier that runs along the edge of a recreational trail that is adjacent to water or a drop-off, edge protection does not have to be provided.”

Staff have evaluated a number of different edge protection solutions, factoring in issues related to drainage, trail grading and grooming, cost and overall aesthetics and are piloting a protective barrier solution, to be implemented according to a priority matrix.

The proposed edge protection solution provided by Stantec engineering was a 4 inch by 4 inch rail, affixed to the edge of the trail with two 20 inch spikes for each length of rail. After consultation with user groups, this would pose a problem for the snowmobile clubs performing trail grooming in the winter. Staff also had concerns about drainage from the trail surface with this proposal.

As a result, the solution identified is two forms of post and rail fencing, which contributes to the aesthetic of a recreational trail while performing the function of an adequate barrier. The first implementation of this edge protection fencing can be seen in Figure 1 below. Later this spring, a shorter version of this protection will be installed along a section of trail with water on both sides, similar to Figure 2.



Figure 1: Post and rail edge protection on K&P Trail – Corner treatment



Figure 2: Example of standard treatment of edge protection (Final installation may appear differently than the figure above.)

Throughout 2020, staff will begin to evaluate locations requiring edge protection, and create prioritization matrix to identify to the locations where the users have the highest risk of slipping over the edge. Edge protection will be added as budget allows.

Sharbot Lake to Clarendon Station – The County and the Township of Central Frontenac are working to make infrastructure improvements to the Frontenac K&P Trail from Sharbot Lake to Clarendon Station. This 14 kilometre stretch is already owned by the Township, and the County has budgeted for the development of this segment later this spring. The budget for this project has included provisions for accessibility signage, edge protection and to upgrade the trail surface to be consistent with the stone dust surface found from Kingston to Sharbot Lake.

2. Transportation Services for the County of Frontenac

As part of the 2019 budget, the County Council provided the Southern Frontenac Community Services and the Rural Frontenac Community Services with funding in the amount of \$48,000 each through a 1 year contract to assist in transportation in the County. Based on quarterly reports submitted by both agencies to the County of Frontenac, the following is provided for the Committees information. It should be noted that the SFCSC mandate is only that of seniors whereas the mandate of RFCS includes those on low income:

	Rural Frontenac Community Services				Southern Frontenac Community Services			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4

Rides to Seniors	32%	30%	35%	35%	93%	95%	96%	97%
Rides to Low Income	68%	70%	65%	65%	0%	N/A	N/A	N/A

During the 2020 budget deliberations, both agencies requested funding for 2020 in the same amount as what was received in 2019.

During the budget deliberations on October 23 and 24, 2019, there were questions around the table regarding the continuation of the grant for transportation services and whether or not it should be reduced or removed entirely given the increased pressures being placed on the County in terms of mandated services and the reduction of provincial funding for those services. It was also noted that transportation services is not being provided to the Township of Frontenac Islands and Southern Frontenac Community Services already receives grant funding from the Township of South Frontenac. It was questioned if these organizations should be approaching the Townships that they deliver the service in for funding. It was suggested that it would be unfair to eliminate or even reduce the grant in 2020 as this does not provide those agencies time to come up with an alternate plan to accommodate this loss in funding. This resulted in the following motion being passed:

**2019-130
Office of the Chief Administrative Officer
Grants to Others – Funding Requests from Outside Agencies**

That the grant funding for Rural Frontenac Transportation Services and Southern Frontenac Transportation Services be approved in the amount of \$48,000 for each agency, to be funded from reserves;

And Further That Rural Frontenac Transportation Services and Southern Frontenac Transportation Services be advised that all future funding from the County will cease

Carried

The adoption of the 2020 budget has yet to be passed, pending the passage of the Provincial budget sometime in March or April.

3. Accessibility Training

In 2020, the County of Frontenac moved forward with a County wide one (1) day orientation session for new employees, which includes all departments.

The orientation is scheduled the third (3rd) Monday of each month, although there may be some months where there are no new hires and an orientation day isn't required. The orientation includes a representative or designate from each department to provide a welcome and brief overview of their department. This

overview is typically brief; however it is during this one day orientation session that Accessibility training is provided. The training consists of an overview of the AODA and its 5 standards, those being:

1. Customer Service Standard
2. Information and Communications Standard
3. Employment Standard
4. Transportation Standard
5. Design of Public Spaces Standard

To date, sessions have been held on January 20th and February 18th, with a total of 15 new staff being trained.

Strategic Priorities Implications

Priority 1: **Get behind plans that build community vitality and resilience in times of growth and change.**

This priority responds to high interest as well as concern shared broadly across the County that communities in the Frontenacs be well supported with infrastructure and services essential to vitality and sustainability in today's world.

Financial Implications

There are no direct financial implications associated with this report.

Organizations, Departments and Individuals Consulted and/or Affected

Richard Allen, Manager of Economic Development
Eric Korhonen, Township of North Frontenac
Donna Longmire, Township of Central Frontenac
Sherry Corneil, Township of South Frontenac
Darlene Plumley, Township of Frontenac Islands

**Township of XXX Quarterly Accessibility Report
[Month of Meeting] [Year]**

Initiative	Details	Completion Date
Training – Human Rights, Customer Service Standards, IASR	(2) two new Volunteer Firefighters	February 25, 2020
Training - eSolutions	Accessibility Co-ordinator	AODA Deadlines Jan. 1, 2021 Web content
Upgrade (2) washrooms for Accessibility.	Snow Road Community Center Awaiting grant approval.	December 2020

**Township of Central Frontenac Quarterly Accessibility Report
March 3, 2020**

Initiative	Details	Completion Date
Municipal Office Front Entrance Walkway	Remove current walkway and install accessible way	Summer of 2020
Municipal Office Front Door	Remove the current door handle & closing assembly and install accessible handle and closing assembly.	March 2020
Sharbot Lake Canteen	Finish Universal washroom including 2 new doors with power door operators	TBD
Arden Hall	Design replacement ramp for Arden Hall and Library	TBD
Ballfields	1 Accessible picnic table for each field	May 2020
Eagle Lake Docks	Add ramps to 2 docks at eagle lake	TBD
Medical center	Install wider exterior door to meeting room	TBD
Sharbot lake Village Project	Village reconstruction	December 2021
Garage Upgrades	Upgrading Lunchrooms, bathrooms, meeting and storage areas	TBD
Sidewalk snow removal	Year 1 of regular sidewalk snow removal	TBD
Surface Treating the pulverized sections of road	Surface Treating the pulverized sections of road	TBD
Website Documents	Moving forward for more accessible web documents.	Ongoing process
Social Media	Moving forward with social media notifications	Ongoing process

**Township of South Frontenac Quarterly Accessibility Report
March 2020**

Initiative	Details	Completion Date
Accessibility Customer Service Training	All front-line Customer facing roles. Provided with enhanced AODA/IASR training focused on Customer Service	Feb 6, 2020
Renovation	Renovation and expansion of Development Services Offices	Current