



**Report 2019-147**

## **Committee Report**

**To:** Chair and Members of the Frontenac Accessibility Advisory Committee

**From:** Jannette Amini, Manager of Legislative Services/Clerk

**Date of meeting:** December 3, 2019

**Re: Frontenac Accessibility Advisory Committee – Joint Accessibility Plan Annual Status Report**

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### **Recommendation**

**Be It Resolved That** the Frontenac Accessibility Advisory Committee – Joint Accessibility Plan Annual Status report be received;

**And Further That** in accordance with Ontario Regulation 91/11: Integrated Accessibility Standards section 4(3), that a copy of this Annual Status Report be posted to the County of Frontenac Website;

**And Further That** in accordance with Ontario Regulation 91/11: Integrated Accessibility Standards section 4(3.1) and (3.2), that a copy of this Annual Status Report be forwarded to the Frontenac Lower Tiers for posting on their respective websites.

### **Background**

Ontario Regulation 191/11: Integrated Accessibility Standards Section 4(1) requires designated public sector organizations to establish, implement, maintain and document a multi-year accessibility plan, which outlines the organization's strategy to prevent and remove barriers and meet its requirements under this Regulation.

In addition, Section 4(3) requires those same designated public sector organizations to prepare an annual status report on the progress of measures taken to implement the strategies of the multi-year accessibility plan and to post the status report on their website.

An upper-tier municipality and any lower-tier municipalities that form part of it for municipal purposes may prepare a joint accessibility plan and a joint annual status report. A joint accessibility plan and a joint annual status report prepared in accordance with subsection (3.1) are deemed to be the accessibility plan and annual status report of each municipality to which they apply.

## Comment

In 2017, the Frontenac Accessibility Advisory Committee recommended to Council the approval of the 2018-2022 Multi-Year Accessibility Plan. The Plan included a number of significant changes, including introductions to all member municipalities, the addition of two Appendices, Appendix A identifying accomplishments to date and Appendix B Accessibility Strategic Action Plan for each of the member municipalities. The inclusion of these Appendices helped to create a Multi-year plan that is a living document, which moving forward, were to be reported on and updated annually to track the status of projects as well as add new projects as they are identified.

Significant achievements have been seen in 2019 by all of the Frontenacs in part by the significant work and direction of the Joint Frontenac Accessibility Advisory Committee.

## Composition of the Committee:

The committee is comprised of 7 members, the majority of who must have a disability, and who hold office from the date of their appointments to the end of the term of Council. The FAAC is comprised of a very dedicated group of individuals, all of whom are interested in making the County more accessible to all who live, work, play or visit here. The below chart identifies the current membership of the FAAC:

MEMBER	TOWNSHIP
Neil Allen, Chair	Township of South Frontenac
Margaret Knott, Vice Chair	Township of Frontenac Islands
Kurt Halliday	Township of Central Frontenac
Ed Schlievert	Township of North Frontenac
David Yerxa	Community Member at Large
Bill MacDonald	County Councillor/Corporate Services Council Liaison
Gerry Martin	County Councillor

The Warden is also Ex-Officio of the committee and the committee is supported administratively by Jannette Amini, Manager of Legislative Services/Clerk.

## FAAC Agendas and Minutes

FAAC meeting agendas and minutes are posted on the County's web site and may be viewed on the [Civic Web Portal](#) which houses all Council and Advisory Committee Agendas and Minutes. The FAAC is also supported by an [Accessibility page](#) on the County's website.

## **Committee Activities**

Over the last year, the committee met regularly. Key activities over the last several months and upcoming initiatives include:

- Calling for and receiving nominations for the Celebrating Accessibility Award which is an award that honours, 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 award is presented each year at the annual Warden's Reception with the recipient receiving a certificate as well as their name being recognized on a multi plated plaque for perpetual recognition of the annual Accessibility Award;
- Provided input and recommendations on the County of Frontenac Regional Active Transportation Plan and Edging along the K&P Trail ;
- Received quarterly updates on the County's K&P Trail, including providing input to staff on accessibility requirements/enhancements of the trail
- Provided input and recommendations on accessible transportation in the County of Frontenac;
- Provided assistance and guidance to local businesses, specifically around barrier free access to older buildings.
- Participated in the process of developing the Marysville Secondary Plan, a focal point of Wolfe Island, specifically for tourism which is expected to increase with the new ferry.

The FAAC is always pleased to review any plans and/or proposals and provide comments regarding accessibility to the Township that have any building or renovation projects, upgrades/changes to municipal parks, sidewalks, etc. planned. The committee can also provide accessibility audits on facilities which can assist in budget planning. Together we can continue to remove barriers in order that the County as a whole becomes more accessible for everyone.

## **Accessibility Policies and Plan for the Frontenacs**

The 2018-2022 accessibility policies and plan outlines the policies and actions that the Frontenacs will put in place to improve opportunities for people with disabilities.

The Frontenacs are committed to treating all people in a way that allows them to maintain their dignity and independence. Through accessibility planning and with the advice of the Frontenac Joint Accessibility Advisory Committee, the Frontenacs have continued in 2019 to strategically identify, remove and prevent as many barriers to persons with disabilities as possible, as noted in Appendix A to this report.

## **Accessible Emergency Information**

The Frontenacs are committed to providing our customers and clients with publicly available emergency information in an accessible way upon request. There were no requests made for this information in an accessible format in 2019.

## **Training**

The Frontenacs ensured, as part of the onboarding process, that all new employees, volunteers and other staff members were trained in 2019 on Ontario's accessibility laws and on the Human Rights Code as it relates to people with disabilities.

Training was provided in a way that best suited the duties of employee, volunteer and other staff members. In addition, Accessible Document Training was provided to Administrative and Planning staff for the County of Frontenac and was also opened to Township staff. 2 members of the Township of South Frontenac attended this training. It should be noted that administrative staff at the County and all Townships were also provided with accessible document training in 2015. In addition, the Township of North Frontenac provided an annual refresher on Accessibility, Human Rights and Customer Service training to all employees in 2019. It also provided Accessibility training to its Re-use and Recycle Volunteers in 2019.

A Working Minds workshop was provided to the County's Management Team which is designed by the Mental Health Commission of Canada aimed at reducing the stigma of mental illness in the workplace.

In 2020, the County of Frontenac will implement a new onboarding process that includes in-depth accessibility training provided by the Manager of Legislative Services/Clerk.

## **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**

Eric Korhonen, Township of North Frontenac  
Donna Longmire, Township of Central Frontenac  
Jillian McCormick, Township of South Frontenac  
Darlene Plumley, Township of Frontenac Islands

**Appendix A**

The following is a The Committee receives, on a quarterly basis, updates from the County and Townships as accessibility upgrades are identified along with the status of such upgrades.

**County of Frontenac Status Update – 2019**

Initiative	Details	Completion Date
Administrative Building	Consult with ACC in the development and review of building plans; washrooms will be made accessible. To date, an agreement has been made between the County of Frontenac and the Cataraqui Region Conservation Authority (CRCA) for a joint facility.	Construction Window 20-21 Building Commissioning Fall 21
K & P Trail	Solicitation of comments regarding the County of Frontenac Regional Active Transportation Plan and Edging along the K&P Trail to ensure edging meets user needs in terms of accessibility  Completion of the K & P Trail to Sharbott Lake with public meeting and consultation with the AAC pursuant to Section 80.8 (1) & (2) of the IASR	Complete
Fairmount Home/Administrative Building exterior pathway and eating area	Redevelopment of emergency access route around the perimeter of the building. Although this is required as an emergency access route should the need to evacuate the building occur, it is also used by staff, residents, and residents family members as a solid surface exterior path for enjoyment of walking outdoors. This redevelopment included the provision of exterior ramps for barrier free access to the lower level of the administration building which previously were not there. It also included a new accessible outdoor eating area for staff and visitors using the lower level meeting rooms.	Complete
Accessibility Planning	Part of the County’s accessibility planning is a \$10,000 annual commitment to the Accessibility Reserve to address the removal of barriers to County facilities	\$5,000 was allocated this year to the Fairmount Home/Administrative Building exterior pathway and eating area

### Township of Frontenac Islands Status Update – 2019

Initiative	Details	Completion Date
Secondary Plan for Marysville	The first public consultation on the Secondary Plan for the Village of Marysville has taken place and accessibility features will be given consideration throughout the process	Complete
Accessible Playgrounds	Accessible playground equipment has been budgeted for the Community Centre Grounds.	Pending
Accessible eating areas	Accessible picnic tables have been placed at the tourist centre and along the path connecting the community centre grounds to the seniors apartments	Complete
Stair Nosing	Steps leading to the municipal office have been bubble plated to assist with vision and accessible entrance.	Complete

### Township of North Frontenac Status Update – 2019

Initiative	Details	Completion Date
Accessible Parking	Painting and signage of the accessible parking spaces at the Township offices.	Complete
Accessibility Training	Refresher on Accessibility, Human Rights and Customer Service training to all employees in 2019. It also provided Accessibility training to its Re-use and Recycle Volunteers in 2019	

### Township of South Frontenac Status Update – 2019

Initiative	Details	Completion Date
Bradshaw School House	Redoing the accessible ramp to building code	Summer 2019
Verona Medical Centre	38" door and accessible button	Will be budgeted for 2020
	Repairing back ramp to make it safe with railing	Fall 2019
Town Hall	New 38" front door with push button and panic bar	Completed January 2019
Website	Redevelopment of the Township's website was undertaken. Conformity with WCAG 2.0, Level AA was integrated into the website project proposal. This has allowed the website to transition to WCAG 2.0, Level AA well before the 2021 deadline.	Completed Aug 2019, launched September 3 <sup>rd</sup> , 2019

### Township of Central Frontenac Status Update – 2019

Initiative	Details	Completion Date
Website	Townships new website is up and running. It is more AODA compliant then the past site	Completed
Front Counter	Remove the barrier for a more welcome environment to residents and renovate for an accessible counter	Completed
Entrance at Soldiers Memorial Hall (Stairs)	Remove old stairs and install new stairs as per Building Code	July 2019