

ACCESSIBILITY ADVISORY COMMITTEE MINUTES



Monday, September 17, 2012

The Committee met at 1:00 p.m. in the Sutton Room, 55 Zina Street, Orangeville

Members Present: Councillor John Oosterhof (Chair)
Richard Carrera (Vice Chair)
Anne Jordan
Mike Gravelle
Taryn Henry

Members Absent: Donna Reid (Krissa Liatopoulos) (prior notice)
Walter Benotto (prior notice)
Stephanie Ballay (prior notice)

Staff: Steve Murphy, CEMC/Accessibility Coordinator
Pam Hillock, Clerk/Director of Corporate Services
Michael Giles, Chief Building Official

Councillor Oosterhof called the meeting to order at 1:00 p.m.

Declarations of Pecuniary Interest – none

1. ACCESSIBILITY ADVISORY COMMITTEE – September 17, 2012 – ITEM #1
Tour of Addition to Courthouse, 55 Zina Street, Orangeville

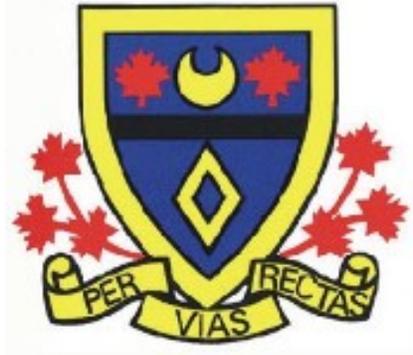
The Committee toured the new addition to the Municipal Office/Courthouse at 55 Zina Street, Orangeville. Michael Giles, Chief Building Official lead the tour.

2. ACCESSIBILITY ADVISORY COMMITTEE – September 17, 2012 – ITEM #2
Proposed Amendment to the Accessibility Standards Design of Public Spaces

The committee discussed the proposed amendment to Accessibility Standards Design of Public Spaces. Comments were received by committee for a submission to the Province.

3. ACCESSIBILITY ADVISORY COMMITTEE – September 17, 2012 – ITEM #3
Draft Multi-Year Accessibility Plan

The committee reviewed the draft 2012 – 2016 Accessibility Plan. The committee made minor revisions to the plan.



**County of Dufferin
Accessibility Plan
2012-2016**

Purpose of this plan

Both the ***Ontario Disability Act (ODA)*** and the ***Accessibility for Ontarians with Disabilities Act (AODA)*** require Ontario government ministries, the broader public sector and other organizations to prepare annual accessibility plans. The intent of these accessibility planning requirements is to improve opportunities for all people, including people with disabilities. The County of Dufferin is committed to working with every sector of society to move towards a community in which no new barriers are created and existing ones are removed.

The purpose of this Multi-Year Accessibility Plan is to describe the measures that the County of Dufferin has taken during the previous year, and the measures that will be taken during the coming years, to identify, remove and prevent barriers to people with disabilities.

The Ontario Disability Act specifies five requirements for the content of all annual accessibility plans:

- Report on the measures the organization has taken to identify, remove and prevent barriers to people with disabilities.
- Describe the measures in place to ensure that the organization assesses its Acts/by-laws, regulations, policies, programs, practices and services to determine their effect on accessibility for people with disabilities.
- List the policies, programs, practices and services that the organization will review in the coming year to identify barriers to people with disabilities.
- Describe the measures the organization intends to take in the coming year to identify, remove and prevent barriers to people with disabilities.
- Make the accessibility plan available to the public by posting on the web.

1 Background

There are approximately 1.9 million people in Ontario with a disability. This number will increase as our population ages.

The ODA and AODA are designed so that cities, towns and other municipalities; hospitals; school boards; colleges and universities; public transportation providers, government ministries and agencies; the private sector and people with disabilities can work together to make Ontario an accessible province.

The ODA has several important provisions:

- An introduction to explain the goals of the act;
- Sections that outline the purpose and definitions covered in the act;

- Sections that outline the duties of the government of Ontario, municipalities, other organizations, agencies and others;
- A general part that describes accessibility plans; the roles of the Accessibility Advisory Council of Ontario and the Accessibility Directorate of Ontario; offences; regulations and review of the act;

The AODA sets several standards that all organizations in Ontario are required to comply with. These standards include:

- Accessible Customer Service;
- Transportation;
- Information and Communications;
- Employment, and;
- Built Environment.

Although the original intent of the AODA was to phase in each standard separately over a period of several years three of them (transportation, Information and communications and Employment) were combined into the Integrated Accessibility Standard in 2011.

The Built Environment Standard is the final AODA standard and it does not have a specified release date from the Ministry.

2 Accessibility Advisory Committee

The County of Dufferin's Accessibility Advisory Committee (AAC) was created as a "Special Purpose Body" and is required under ***Accessibility for Ontarians with Disabilities Act*** for municipalities with a population of 10,000 or more.

29. (1) The council of every municipality having a population of not less than 10,000 shall establish an accessibility advisory committee or continue any such committee that was established before the day this section comes into force. 2005, c. 11, s. 29 (1).

Although municipalities with a population of less than 10,000 are not required to have an Accessibility Advisory Committee the legislation does permit them to create one at the discretion of their elected council.

(2) The council of every municipality having a population of less than 10,000 may establish an accessibility advisory committee or continue any such committee that was established before the day this section comes into force. 2005, c. 11, s. 29 (2).

The Accessibility for Ontarians with Disabilities Act does require the Accessibility Advisory Committee to be comprised of members of the public, a majority of whom shall be people with a disability.

(3) A majority of the members of the committee shall be persons with disabilities. 2005, c. 11, s. 29 (3).

The act stipulates the broader responsibilities of the Accessibility Advisory Committee to provide advice, review site plans and perform other functions as specified in legislation.

(4) The committee shall,

(a) advise the council about the requirements and implementation of accessibility standards and the preparation of accessibility reports and such other matters for which the council may seek its advice under subsection (5);

(b) review in a timely manner the site plans and drawings described in section 41 of the Planning Act that the committee selects; and

(c) perform all other functions that are specified in the regulations. 2005, c. 11, s. 29 (4).

The requirements of the municipal council in regard to working with the AAC are also legislated and they include seeking advice from the committee on accessibility matters.

(5) The council shall seek advice from the committee on the accessibility for persons with disabilities to a building, structure or premises, or part of a building, structure or premises,

(a) that the council purchases, constructs or significantly renovates;

(b) for which the council enters into a new lease; or

(c) that a person provides as municipal capital facilities under an agreement entered into with the council in accordance with section 110 of the Municipal Act, 2001 or section 252 of the City of Toronto Act, 2006. 2005, c. 11, s. 29 (5); 2006, c. 32, Sched. C, s. 1.

The municipal council is also required to provide site plans to the AAC so that they may be reviewed.

(6) When the committee selects site plans and drawings described in section 41 of the Planning Act to review, the council shall supply them to the committee in a timely manner for the purpose of the review. 2005, c. 11, s. 29 (6).

2.1 AAC Vision Statement

To make the County of Dufferin the leading example of a jurisdiction with full accessibility for all people with disabilities.

2.2 AAC Mission Statement

To raise awareness of employees and citizens of the County of Dufferin about the accessibility needs of people with disabilities: communicational, intellectual, sensory, physical and mental health related. To provide support and training to employees to ensure that all citizens enjoy a barrier free County.

2.3 Composition of the AAC

The composition of the AAC shall include citizen members, a majority of whom will have a disability, and one member of County Council.

2.4 Terms of Reference for the AAC

The Terms of Reference for the AAC are detailed in By-Law 2008-15.

2.4.1 Term of Chair and Vice Chair

The positions of Chair and Vice Chair shall be elected annually by the Committee at the first meeting of each year.

2.4.2 Staff Resources

Committee Secretariat will be provided by County Staff.

2.4.3 Staff Liaisons

The Chief Building Official will liaise with the Committee on matters relating to the accessibility to County facilities.

The Community Services Director will liaise with the Committee on matters relating to the social housing component of the *Ontarians with Disabilities Act*.

Other staff members as required.

2.4.4 Quorum

The quorum for all meetings of the AAC shall be a majority of voting members.

2.5 Goals and Objectives of the AAC

The goals of the Accessibility Advisory Committee are to encourage and facilitate accessibility on behalf of all people by:

- Promoting public awareness and sensitivity;
- Encouraging cooperation among all service and interest groups to ensure a better community for all persons;
- Identifying and documenting relevant issues and concerns;
- Improving access to housing, transportation, education, recreation and employment, which are the qualities of a five star community in so far as these activities are within the areas of responsibility of the County of Dufferin;
- Improving communication among all levels of government and service agencies to make recommendations regarding policy and legislation, and;
- Recognizing that the needs of all persons are constantly changing.

2.6 Duties and Functions of the AAC

The Accessibility Advisory Committee assists Council by advising, reviewing and making comment and recommendations of interest to people with disabilities and dealing with community issues relevant to disabled persons within the framework of the goals and objectives.

Some of the items that may be reviewed by the Committee include:

- Providing advice each year about the preparation, implementation and effectiveness of the accessibility plan.
- Commenting on accessibility to County of Dufferin owned or leased facilities.
- Commenting on how the needs of people with disabilities can be better served through the municipality's purchasing of goods and/or services.
- Commenting on any municipal decisions relating to the purchase, construction, renovation or lease of new municipal facilities.
- Monitoring federal and provincial government directives and regulations and advising Council regarding same.
- Conducting research on accessibility issues.
- Recruiting new members.

The Accessibility Advisory Committee acts as an advisory body to Council for the preparation, implementation and effectiveness of its accessibility plan.

Council will seek advice from the committee on the accessibility for persons with disabilities to a building, structure or premises, or a part of a building, structure or premises:

- a) That the Council purchases, constructs or significantly renovates
- b) For which the Council enters into a new lease; or
- c) That a person provides as municipal capital facilities under an agreement entered into with the council in accordance with the Municipal Act.

2011 Accomplishments

Project	Started	On-Going	Complete
Assist member municipalities in modifying existing taxicab by-laws.			✓
Provide the emergency management plan in an accessible format as soon as practicable, upon request.			✓
Schedule and deliver Accessible Customer Service training for staff.			✓

2012 Targets

Project	Started	Proposed Completion Date	Complete
Provide individualized workplace emergency response information to employees who have disabilities.			✓
Prepare one or more written documents describing accessibility policies; and make the documents publicly available in an accessible format upon request.			✓
Establish, implement, maintain and document a multi-year accessibility plan, outlining the organization's strategy to prevent and remove barriers and meet its requirements under legislation.			✓
Post the accessibility plan on the website and provide the plan in an accessible format upon request.			✓
Develop and deliver 'Creating Accessible Documents' train-the-trainer for IMT			✓
Incorporate accessibility criteria and features when procuring or acquiring goods, services or facilities, except where it is not practicable to do so.	✓		
Incorporate accessibility features when			

designing, procuring or acquiring self-service kiosks.	✓		
The library board will provide access to, or arrange for the provision of access to, accessible materials where they exist.			✓
Consult with its municipal accessibility advisory committee or the public and persons with disabilities to determine the proportion of on-demand accessible taxicabs required in the community.			✓
Schedule and deliver Accessible Customer Service training for staff.			✓
Review site plans for the Edelbrock Centre and provide advice to the Chief Building Official			✓

2013 Targets

Project	Started	Proposed Completion Date	Complete
Develop and deliver a training program for staff on the Integrated Accessibility Standards			
Review and, if necessary, revise the existing Feedback Process			
Assist Human Resources Department to achieve accessible employment practices as required			

2014 Targets

Project	Started	Proposed Completion Date	Complete
Review and, if necessary, revise the existing Alternate Format procedure			

2015 Targets

Project	Started	Proposed Completion Date	Complete

2016 Targets

Project	Started	Proposed Completion Date	Complete