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## STAFF REPORT:



**REPORT TO:** Finance and Administration  
**MEETING DATE:** March 20, 2012  
**REPORT NO.:** CEDC.12.2  
**SUBJECT:** Update on the Status of the  
 Accessibility for Ontarians with  
 Disabilities Act Implementation  
 Lisa Kidd, Communications and  
 Economic Development  
**PREPARED BY:** Coordinator  
 Cathy Bailey, Information  
 Technology Coordinator

### A. Recommendations

THAT Council receive Staff Report CEDC.12.2 "Update on the Status of the Accessibility for Ontarians with Disabilities Act Implementation" for information purposes.

### B. Background

The purpose of this report is to provide Council with an update on the legislative framework relating to accessibility including the development of provincial accessibility standards, and an overview of the implementation of the AODA undertaken by the Town of The Blue Mountains.

In June 2005, the Ontario government passed the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA). The AODA requires the development of accessibility standards in a number of areas including goods, services, facilities, accommodation, employment, buildings, structures and premises.

The AODA also sets out enforcement and compliance measures. The legislation enables the appointment, by the provincial government, of one or more directors to ensure that the requirements of the AODA are carried out. If a director believes that there has been a contravention of an accessibility standard or any other regulation, they may order a person or organization to either comply with the accessibility standard, pay an administrative penalty or both. Penalties may range from not more than \$50,000 for each day on which the offence occurs for a person or \$100,000 per day for corporations. Officers and directors of corporations who are found guilty of failing to carry out duties under the legislation may be liable for fines of up to \$50,000.

In addition, the AODA provides the authority for the appointment of inspectors who, in the course of carrying out an inspection may, without a warrant, enter any building or premise when there is reason to believe there may be relevant documents. Inspectors may also require any person within the premise to produce any relevant document or record.

Although the AODA was proclaimed in force in 2005, it did not revoke the Ontarians with Disabilities Act (ODA). As a result, municipalities are still required to adhere to the requirements of the ODA which include the development of annual accessibility plans. The Town's continuing practice is to submit an annual accessibility plan to our upper-tier government, the County of Grey, as part of its report to the province of Ontario. The provincial government has indicated that until accessibility standards are in place, the ODA will remain in effect.

Since 2008, the Town has had in place a Town Accessibility Advisory Committee, composed of Staff from different service areas and departments. This Committee meets regularly to keep abreast of the compliancy requirements and develop implementation plans for the Town to ensure that the Town meets or exceeds requirements of the AODA.

To follow is an overview of the work that Staff has done and is doing to ensure that we are meeting our requirements as an accessible public sector organization under the Accessibility for Ontarians with Disabilities Act. Effectively, Town Staff with support from Council have:

- Established corporate policy statements relating to the AODA;
- Provided customer service training to all existing and new staff;
- Established feedback mechanisms as per the AODA;
- Established a notification process for the disruption of services as per the AODA; and
- Continued annual accessibility reporting to the County of Grey (see Attachment 1).

Based on continued enhancements and requirements under the Integrated Accessibility Regulation, this year Town Staff has undertaken, or plan to undertake the following:

- Revise the purchasing procedure (an administrative policy) to make reference to the need for our private sector vendors to meet the customer service standard of the AODA.
  - Changes to the bid templates will be made to identify this requirement and identify the methods by which a private sector vendor can develop a plan and training module for their company, through the Ministry of Community and Social Services Website.
  - Our current vendors will be notified of the same through communication from the Town.
  - Town Staff will be trained and educated on this new purchasing procedure.
- Update our website to identify that all documents can be made available in other accessible formats where practicable and upon request.
- Update publically accessible documents and material to include the following statement, "this document can be made available in other accessible formats where practicable and upon request".

This document can be made available in other accessible formats as soon as practicable and upon request

- Train staff on methods of creating accessible word and pdf documents.
- Revise the Town's Emergency Preparedness Plan to be fully accessible and available in other formats where practicable and upon request.
- Purchase "BrowseAloud" (a website software tool making it easier for people with low literacy, learning disabilities and mild visual impairments to read our website);
- Enhance our accessibility web page to identify our "notice of disruption in services" practice.
- Include a customer service feedback form and request form for alternative documents on our accessibility web page.

Also note that The Blue Mountains Library, L.E. Shore Memorial Library Branch recently received its "Thumbs Up" accessibility designation through Breaking Down Barriers.

### **C. The Blue Mountains' Strategic Plan**

### **D. Environmental Impacts**

None.

### **E. Financial Impact**

As part of the Town's commitment to the standards and expectations of the AODA, the Town recently purchased "BrowseAloud" software as part of its 2012 implementation plan. This was considered as part of the 2012 approved budget and has a financial impact of approximately \$1440 annually.

In future, financial impacts resulting from meeting AODA compliance requirements will be addressed and considered within the capital and operating budget process.

**F. In Consultation With**

**G. Attached**

Attachment 1- Grey County Joint Accessibility Plan- 2011 Town of The Blue Mountains

Respectfully submitted,

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Signature

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Signature

For more information, please contact:  
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**STAFF REPORT: Administration**



**REPORT TO: Finance and Administration Committee**  
**MEETING DATE: April 19, 2011**  
**REPORT NO.: CEDC.11.08**  
**SUBJECT: Grey County Joint Accessibility Plan - 2011 Update**  
**PREPARED BY: Lisa Kidd, Communications and Economic Development Coordinator**

**A. Recommendation**

THAT Council receive Report CEDC.11.08, "Grey County Joint Accessibility Plan – 2011 Update" and;

THAT Council approve the attached Municipal Facilities Inventory for forwarding to the County of Grey for inclusion as an Appendix to the Joint Accessibility Plan as part of the 2011 Plan update.

**B. Background**

The *Ontarians with Disabilities Act, 2001* (ODA) requires that each municipality in Ontario prepare an accessibility plan with annual updates detailing how it plans to improve opportunities for persons with disabilities and to provide for their involvement in the identification and removal of barriers to access.

Municipalities with less than 10,000 population are not required to form their own Accessibility Advisory Committee (AAC) and may participate through a joint upper tier planning process. To that end the Town has participated in a planning exercise through the County of Grey Accessibility Advisory Committee by way of the Communications and Economic Development Coordinator having membership on a Joint Accessibility Advisory Committee (JAAC) which acts to support the County of Grey AAC.

The County of Grey Joint Accessibility Plan is updated annually with any new or recent renovations or construction providing increased accessibility. The attached Municipal Facilities Inventory, pending approval by Council, will be attached to the Joint Plan as an Appendix, there being an Appendix for each participating municipality.

Municipal facilities not typically accessed by the public are excluded from this inventory.

### **C. The Blue Mountains' Strategic Plan**

3. Supporting the development of social and recreational programs to meet the broad range of needs in the community.

### **D. Environmental Impacts**

Greenhouse gas emissions during construction. Energy savings following construction and re-construction.

### **E. Financial Impact**

As contained in original capital budget planning and Council approval.

### **F. Attached**

Attachment 1- Municipal Facilities Inventory - 2011

Respectfully submitted,

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| MUNICIPAL FACILITIES INVENTORY - 2011             |   |  |  |
|---|---|--|--|
| Location/Facility                                 | Barrier Type - Description  | Strategy for Removal/ Prevention   | Status/Action                                    |
| Ravenna Community Hall                            | Barrier-free  | N/A  | Complete   |
| OPP Station<br>Clark Street                       | Barrier-free  | N/A  | Complete   |
| Municipal Office<br>26 Bridge Street              | No automatic door openers   | Existing facility to be replaced   | Proposed facility to be barrier-free May 2011    |
| Sound amplification system in Council meetings    | Poor audio quality  | New amplification system will be installed as part of the new Municipal Office | New amplification system to be operable May 2011 |
| Audio signal crosswalk – Bridge Street (Hwy. 26)  | Barrier-free  | N/A  | Complete   |
| Beaver River Viewing Platform                     | Barrier-free  | N/A  | Complete   |
| Craileith Depot                                   | Barrier-free  | N/A  | Complete   |
| Jozo Weider Boulevard reconstruction              | Dropped curbs at intersections                                    | N/A  | Complete   |
| Beaver Valley Community Centre<br>81 Victoria St. | Main floor full access<br>Upper level not accessible              | Budget consideration<br><br>Architectural consideration                        | Schedule for installation                        |
| L.E. Shore Memorial Library<br>175 Bruce St.      | Barrier-free  | N/A  | Complete   |
| Thornbury Harbour<br>Bruce St. N.                 | No automatic door openers<br><br>Upper office area not accessible | Budget consideration<br><br>Architectural consideration                        | Schedule for installation                        |
| Little Beaver River Park<br>Cottage St.           | No automatic door openers   | Budget consideration   | Schedule for installation                        |

**MUNICIPAL FACILITIES INVENTORY - 2011**

| <b>Location/Facility</b>                                | <b>Barrier Type - Description</b>  | <b>Strategy for Removal/ Prevention</b>   | <b>Status/Action</b>      |
|---|--|---|---------------------------|
| Bayview Park<br>Bay St.                                 | No automatic door openers<br>Non-accessible washroom   | Budget consideration<br><br>Architectural consideration   | Schedule for installation |
| Ravenna Park<br>Grey Rd. 2<br>Ravenna                   | Non-accessible portable washroom   | Budget consideration  | Schedule for installation |
| Northwinds Beach<br>Craigleith                          | No automatic door opener   | Budget consideration  | Schedule for installation |
| Nipissing Ridge<br>Tennis Court<br>Blueski George Cres. | Non-accessible portable washroom   | Budget consideration  | Schedule for installation |
| Fire Hall No. 2<br>Grey Rd. 19 /<br>Kandahar Lane       | No automatic door opener   | Budget consideration  | Schedule for installation |
| Municipal Information                                   | Alternative formats available upon request   | N/A   | Complete                  |
| Planning Policy   | Official Plan and Zoning By-law contain no reference<br>Site Plan Approval based on Building Code requirements | Amend Official Plan and Zoning By-law to recognize Accessibility Issues<br>Amend Zoning By-law to require disable parking spaces on private lands | Currently under review    |