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**TO:** GENERAL COMMITTEE

**SUBJECT:** CITY OF BARRIE'S MULTI-YEAR ACCESSIBILITY PLAN, 2013-2018

**WARD:** ALL

**PREPARED BY AND KEY CONTACT:** C.DILLON, ACCESSIBILITY COORDINATOR, EXT. 5237

**SUBMITTED BY:** A.LANGLOIS, DIRECTOR OF HUMAN RESOURCES *AM Langlois*

**GENERAL MANAGER APPROVAL:** E.ARCHER, CMA, GENERAL MANAGER OF COPRORATE SERVICES *EA*

**CHIEF ADMINISTRATIVE OFFICER APPROVAL:** C. LADD, CHIEF ADMINISTRATIVE OFFICER (signature next to name) *[Signature]*

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**RECOMMENDED MOTION**

1. That the 2013 – 2018 Multi-year Accessibility Plan attached as Appendix "A" to Staff Report HR001-13 be approved.
2. That staff, in consultation with the Accessibility Advisory Committee monitor implementation of the Plan and report back to General Committee with an annual update on initiatives and compliance requirements outlined in the Accessibility Plan, in accordance with the Accessibility Directorate of Ontario's guidance.
3. That update memorandums or a staff report, regarding compliance of the AODA requirements, be provided to General Committee as required.

**PURPOSE & BACKGROUND**

Report Overview

4. The purpose of this staff report is to present the Multi-year Accessibility Plan for approval. The Plan is required in accordance with the Accessibility for Ontarians with Disabilities Act (AODA), 2005.
5. On February 27, 2012, City Council adopted motion 12-G-041 regarding the approval of the 2012 Accessibility Plan (title of motion) as follows:  
  
"That staff and the Accessibility Advisory Committee monitor the implementation of the plan and report back to General Committee."
6. Like all Ontario municipalities, the City of Barrie is meeting the requirements of the AODA by preparing and implementing its new Multi-year Accessibility Plan. Through on-going monitoring of accessibility issues, the City will proactively identify and remove barriers that may exist in its by-laws, services, policies, procedures, programs and facilities. Staff will report on projects initiated for the purposes of barrier removal annually and with the advice of the Accessibility Advisory Committee, will update the City's Multi-year Accessibility Plan at least once every five years.
7. There are a number of specific duties established for municipalities under the Ontarians with Disabilities Act (ODA) and continued under the Accessibility for Ontarians with Disabilities Act

- (AODA), including under the Integrated Accessibility Standards Regulation (IASR), Ontario Regulation 191/11:
- a) Prepare a Multi-year Accessibility Plan in consultation with persons with disabilities and if they have an accessibility advisory committee, they shall consult with the committee; and
  - b) Prepare an annual status report on the progress of measures taken to implement barrier removal outlined in the multi-year accessibility plan.
8. In accordance with the AODA and IASR, the Government of Ontario, Legislative Assembly, designated public sector organizations and large organizations shall:
- a) 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 the IASR;
  - b) Post the accessibility plan on their website, if any, and provide the plan in an accessible format upon request; and
  - c) Review and update the accessibility plan at least once every five years.
9. The IASR was released on June 3, 2011, combining accessibility standards in three areas – information and communication, employment, and transportation. The IASR was amended in December 2012 to include Standards on the Design of Public Spaces, which applies to new construction and major changes of existing features of:
- i) recreational trails/beach access routes;
  - ii) outdoor public eating areas;
  - iii) outdoor play spaces;
  - iv) outdoor paths of travel such as sidewalks, ramps, stairs and traffic signals;
  - v) accessible parking (on and off street);
  - vi) service-related elements life service counters; and
  - vii) Maintenance and restoration of public space.
10. To date, the City of Barrie has achieved compliance of all applicable accessibility compliance requirements and will be fully compliant of 2013 IASR requirements, including the new requirements for the Design for Open Public Spaces, by the end of the year. The City is well positioned to meet IASR compliance requirements for 2014 through to 2021.
11. As outlined in the City's Multi-year Accessibility Plan, per the IASR, the City must be in compliance with the following requirements:

**By January 1, 2014**

Employment Standard

Recruitment

Information for employees

Processes to accommodate employees

General Requirements

Training

Information and Communication Standard

Feedback

Accessible websites and web content

Transportation Standard

Accessibility Training

Fares, support persons

Eligibility application process

Emergency or compassionate grounds

Booking

Trip restrictions

**By January 1, 2015**

Information and Communication Standard

Accessible formats and communication supports

**By January 1, 2016**

Design of Public Spaces Standards

Recreational trails and beach access routes

Outdoor public use eating areas

Outdoor play spaces

Exterior paths of travel

Parking

Obtaining services

Maintenance

**By January 1, 2017**

Transportation Standard

Pre-boarding announcements

On-board announcements

Categories of eligibility

Fare parity

Hours of service

**By January 1, 2021**

Information and Communication Standard

Accessible websites and web content

12. The IASR compliance requirements are to be phased in over ten years, with the last compliance requirements being met in 2021. Staff from impacted departments, together with the Accessibility Coordinator, has worked diligently to ensure that compliance is effectively and efficiently met as required. Through this work, successful compliance of a number of IASR requirements has been achieved ahead of schedule.

**ANALYSIS**

13. The City's Multi-year Accessibility Plan highlights a number of initiatives that have been undertaken by the City throughout 2012 that have made Barrie a more accessible community. Some of these achievements include:
  - a) Inclusion Services supported an individual with identified needs complete the LIT program and was then successfully placed as a volunteer in City of Barrie Summer camps.
  - b) The Youth Sense Camp – Inclusion Services expanded the choice model approach by offering an inclusion camp (targeted content) for the youth age group in order to address a large service gap for this age group within the community, and the province at large.
  - c) Increased inclusive program environments through recreation services department.
  - d) Painswick Library and Downtown Library Accessibility renovations were completed. Both facilities are accessible and initial accessibility audits are positive.
  - e) Barrie Transit implemented new policy regarding Courtesy/Priority Seating, accompanied by a public education and awareness campaign.
  - f) The Accessibility Advisory Committee (AAC) made a presentation to Council on May 14<sup>th</sup> regarding accessibility to both bring awareness about accessibility issues and to celebrate the strides the City of Barrie has made.
  - g) The AAC hosted Mr. Howard Gerry, Universal Design and Architecture expert from the OCAD University, at the South Shore Centre on May 28<sup>th</sup> to celebrate and bring awareness to Accessibility Awareness Week with a presentation on Universal Design and Universal Access.
  - h) The AAC initiated an accessible parking awareness campaign in December 2012 to bring attention and awareness to the public while parking at City of Barrie Facilities, of the necessity of leaving accessible parking spaces available to those who need them.
  - i) The City met compliance of all 2012 IASR requirements and successfully completed an audit of the City's adherence to the AODA requirements as conducted by the Accessibility Directorate of Ontario.
14. City Council is required under the Ontarians with Disabilities Act to obtain advice from the AAC on the accessibility of buildings, structures or premises that City Council purchases, builds, leases or significantly renovates. This occurs through Councillor Representation on the AAC, and through presentations made on behalf of the Committee to the Finance and Corporate Services Committee.
15. Although the importance of creating an accessible community is recognized, it is acknowledged that implementing accessibility plans help the City to achieve their goals within the framework of Council's priorities, the City's Strategic Plan, and the resources made available through the City's Annual Business Plan.
16. Consultation with the City's AAC and staff from various departments within the Corporation has been on-going throughout the year. The 2013-2018 Multi-year Accessibility Plan was established as a result of this consultation and future compliance of the Standards will require continual consultation and collaboration.

17. The AAC reviewed and approved the draft Multi-year Accessibility Plan attached as Appendix "A" to this Staff Report, at its meeting held on November 22, 2012.
18. It is proposed that the City of Barrie continue to use staff representatives from across the organization, to oversee and monitor implementation of the Accessibility Plan. Each department will be directly responsible for utilizing the Plan to help meet the City's objective of identifying, removing and preventing barriers. The Accessibility Coordinator will continue to serve as coordinator and liaison for staff representatives and the AAC.
19. As required by the AODA, an annual progress report on on-going projects and initiatives outlined in the Multi-year Accessibility Plan will be presented to the AAC for endorsement before being presented to General Committee and Council for approval. Once approved, the annual progress report will be posted publicly to the City's website and interim updates to the community will be provided by staff via the AAC as required.
20. Accessibility planning will continue to be integrated into the City's Work Plans to ensure a thoughtful, effective and efficient process and meaningful outcomes. Effective accessibility planning will allow the City to tap into the talents, experience and expertise of all Ontarians and to prepare for the continued requirements under the IASR; and the amendments to the Ontario Building Code which will form the AODA's Built Environment Standard; as well as the changing demographics of the marketplace as the population ages.
21. The Multi-year Accessibility Plan identifies the requirements of the IASR impacting the City of Barrie from 2013 through to 2018 and the departmental commitments to establishing policies, practices and procedures to ensure compliance with these accessibility requirements.

### **ENVIRONMENTAL MATTERS**

22. There are no environmental matters related to the recommendation.

### **ALTERNATIVES**

23. There is an alternative available for consideration by General Committee:

#### **Alternative #1**

Since the City of Barrie is legislatively required to have a plan, General Committee could alter the proposed recommendation by requesting amendments to the Multi-year Accessibility Plan.

This alternative is not recommended as it would require the amendments to be reviewed by the stakeholders who contributed to the recommended plan before Council gave their final approval to them, thus further delaying our compliance with this AODA requirement.

### **FINANCIAL**

24. The costs associated with the Multi-year Accessibility Plan have been included in the 2013 Business Plan. Capital projects with gross costs of \$4.02M are planned, that include costs which, in whole or in part, reflect efforts by the City of Barrie to comply with AODA requirements. No additional staff resources will be required to implement the recommendation at this time.

25. Compliance with AODA legislation influences capital project design, prioritization and spending decisions. The following table is a summary of the 2013 Capital Projects impacting accessibility within the City:

Project	Gross Cost	Tax Capital Reserve	Provincial Gas Tax	Other Grant	
<b>City Hall Council Chambers Accessibility Upgrades</b>	\$155,000	\$155,000			*Design only
<b>City Hall Interim Accessibility Renovations</b>	\$250,000	\$250,000		\$50,000	*Carry over from 2012, includes construction component
<b>Lamp man Lane Community Centre/Park Refurbishment</b>	\$2,908,00	\$1,964,200		\$943,800	
<b>OPS CTR Ground Floor Accessibility Renovations</b>	\$300,426	\$300,426			*Carry over from 2012
<b>BACTS Bus (replacement)</b>	\$94,000	\$35,234	\$59,350		*Carry over from 2012
<b>BACTS Bus (replacement)</b>	\$315,000	\$211,050	\$103,950		*2013 Budget Request
<b>Total</b>	<b>\$4,023,010</b>	<b>\$2,915,910</b>	<b>\$163,300</b>	<b>\$993,800</b>	

26. Operating costs associated with AODA compliance generally relate to staff time that is used for implementing the Accessibility Plan. One FTE in the Human Resources department is dedicated 100% to this work. Staff across the corporation also dedicates various portions of their time to support the plan's implementation. The Accessibility Advisory Committee has an approved budget of \$5,000; this is used for committee training and meeting resources (such as an ASL Interpreter).
27. Staff will continue to take advantage of calls for submission from the Federal Government's Enabling Accessibility Fund (EAF) grant to access additional funds for small and mid-size municipal accessibility projects, in addition to researching other accessibility funding vehicles.

The City applied for two EAF grants in 2012 to assist with accessibility renovations to City Hall and to the first floor of the Operations Centre. The City was awarded an EAF grant totaling \$50,000, to put towards the accessibility renovations for City Hall. A decision had not been made regarding the City's second application for accessibility funding for the Operations Centre, by the final printing of this report.

28. The Accessibility Coordinator, together with Capital Asset Management Staff, will work to forecast projected expenditures related to the City's ongoing compliance of the AODA and its standards. This forecast will be available in December 2013 and will be included in the annual update on the Multi-year Accessibility Plan.

**LINKAGE TO 2010-2014 COUNCIL STRATEGIC PLAN**

29. The recommendation(s) included in this Staff Report are not specifically related to the goals identified in the 2010-2014 City Council Strategic Plan.

**APPENDIX "A"**

**2013 – 2018 Multi-year Accessibility Plan**



# *The City of* **BARRIE**

## **2013 – 2018 ACCESSIBILITY PLAN**

### **Multi-year Plan**

**Approved by General Committee:**

**Ratified by Council:**

**Motion:**

***“One of Ontario’s Leading Communities in Accessibility”***





## Contents

<b>SECTION 1: MUNICIPALITY PARTICIPATING IN THIS PLAN.....</b>	<b>4</b>
1.1 Municipality .....	4
1.2 Address.....	4
1.3 Key Contact .....	4
1.4 Population.....	4
1.5 Municipal Highlights – Barrie’s History .....	4
1.6 Organization of the Corporation of the City of Barrie .....	5
1.7 Chief Administrative Officer’s Department .....	5
1.8 Corporate Services Division .....	5
1.9 Infrastructure, Development and Culture Division .....	6
1.10 Community Operations Division .....	6
1.11 Services Not Delivered by the City of Barrie.....	6
<b>SECTION 2: CITY OF BARRIE’S RESPONSE TO THE ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT, 2005 .....</b>	<b>7</b>
<b>SECTION 3: CITY OF BARRIE ACCESSIBILITY ADVISORY COMMITTEE BACKGROUND INFORMATION.....</b>	<b>7</b>
3.1 Committee Membership .....	7
3.2 Terms of Reference.....	9
<b>SECTION 4: ACCESSIBILITY ACHIEVEMENTS AND COMMITTEE HIGHLIGHTS.....</b>	<b>14</b>
<b>SECTION 5: STAFF ACCESSIBILITY IMPLEMENTATION GROUP.....</b>	<b>15</b>
<b>SECTION 6: PRIORITIES TO BE ADDRESSED 2013 – 2018.....</b>	<b>16</b>
<b>SECTION 7: CONCLUSION AND NEXT STEPS.....</b>	<b>21</b>

## **Section 1: Municipality Participating in this Plan**

### **1.1 Municipality**

This plan has been prepared for the Corporation of the City of Barrie.

### **1.2 Address**

70 Collier Street P.O. Box 400  
Barrie, ON L4M 4T5

<http://www.city.barrie.ca>

### **1.3 Key Contact**

Dawn McAlpine, City Clerk  
(705) 739-4220 Ext. 4421 – Phone  
(705) 739-4243 – Fax  
[dmcalpine@barrie.ca](mailto:dmcalpine@barrie.ca)

### **1.4 Population**

141,000 <sup>1</sup>

### **1.5 Municipal Highlights – Barrie’s History**

The City of Barrie, Southern Ontario’s premier waterfront community, is one of Canada’s fastest growing and most prosperous municipalities. Its sense of community has been preserved despite its rapid growth.

Barrie is a vibrant and rapidly growing community over 140 000 with rich and dynamic cultural pursuits. Population projections indicate that approximately 160,000 people will reside in Barrie by the year 2021. Regionally, a population of approximately 330,000 grows at a rate of nearly 2% per year. A safe and friendly community, the City of Barrie is in one of the fastest growing regions in Canada – all on beautiful Kempenfelt Bay.

The tremendous advantages associated with the City’s location have been the primary reasons behind the City’s rapid growth and economic development. Strategically located in the midst of Ontario’s recreational heartland and less than an hour’s drive from Toronto, Barrie offers the best of both worlds. The City is far enough away from the metropolitan area to enjoy a high level of economic aggregation; yet close enough to realize the benefits of the economic growth of the Greater Toronto Area.

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<sup>1</sup> Statistics Canada 2011 Census

## **1.6 Organization of the Corporation of the City of Barrie**

The City of Barrie is organized into four (4) divisions and fifteen (15) functional departments.

The corporate structure of the City of Barrie is comprised of four functional divisions, each headed by a General Manager.

## **1.7 Chief Administrative Officer's Department**

The Chief Administrative Officer is appointed by City Council. The Chief Administrative Officer directs and coordinates the general management of business affairs of the Corporation, in accordance with the by-laws, policies and plans established and approved by City Council, to ensure the delivery of high quality services and facilities which preserve or enhance the social, economic and physical well-being of the community at best value for the citizens of Barrie.

It is the responsibility of the Chief Administrative Officer to ensure that innovative programs and services are developed and implemented to meet the ever-changing needs of the community, while ensuring fiscal responsibility, and the added responsibilities municipalities are faced with.

The Chief Administrative Officer is also responsible for ensuring that Council directives are coordinated between departments and relevant agencies while ensuring that the operations within the organization are conducted within the framework of the values and goals of the Corporation.

The Chief Administrative Officer's Department's responsibilities also include the Strategy and Economic Development Department and the Communications and Intergovernmental Affairs Department.

In addition, the Chief Administrative Officer links with other government agencies, federal, provincial and municipal; to provide Council with the necessary comprehensive information they require for developing plans and policies.

Under the direction of the Chief Administrative Officer, each General Manager is responsible for managing their respective area:

## **1.8 Corporate Services Division**

The General Manager of Corporate Services responsibilities include the Internal Audit Department, the Information & Communications Technology Department; the City Clerk's Office (Council secretariat, municipal election, corporate records management, vital statistics, assessment rolls, provincial offences, room bookings); the Finance Department (property taxes, supply and services, purchasing, insurance claims, payroll, insurance); the Legal Services Department (Real Estate transactions, by-law enforcement and legal services) and the Human Resources Department.

## **1.9 Infrastructure, Development and Culture Division**

The General Manager of Infrastructure, Development and Culture responsibilities include the Engineering Department (Design and Construction Services, Infrastructure Planning and Policy and Development Services), Planning Department (development control and policy planning), Building Services Department (building permits, inspections, zoning and property standards), Department of Culture Department and Corporate Asset Management.

## **1.10 Community Operations Division**

The General Manager of Operations responsibilities include Leisure, Transit and Facilities (developing and operation of community recreation programs and special events/facilities maintenance, arena operations/transit terminal operations); Operations (water treatment and supply/sewage pump stations/waste collection, disposal, recycling/landfill site management/parks maintenance and operations/parking operations/winter control); the Barrie Fire and Emergency Service (community protection through education, prevention, investigation, training, fire suppression, community rescue and dangerous goods containment); and Community Emergency Planning.

## **1.11 Services Not Delivered by the City of Barrie**

Although the City of Barrie is a single-tier municipality, there are certain services for which the Corporation of the County of Simcoe is responsible. The County of Simcoe delivers these services on behalf of the City of Barrie. Specifically, the County of Simcoe is responsible for:

- Ontario Works
- Social Housing
- Children's Services
- Land Ambulance and Emergency Planning
- Homes for the Aged
- Health Unit Services is offered by the Simcoe Muskoka District Health Unit

As required under the Accessibility for Ontarians with Disabilities Act, the County of Simcoe will prepare its own Accessibility Plan covering those services delivered by the County.

## **Section 2: City Of Barrie's Response to the Accessibility for Ontarians with Disabilities Act, 2005**

In September, 2001, City Council adopted Resolution 01-G-343 approving the creation of an Accessibility Advisory Committee composed of six members from the Barrie disabled community and one member of City Council.

On June 13, 2005, the Accessibility for Ontarians with Disabilities Act, 2005 (AODA 2005) received Royal Assent and is now law. The AODA requires the provincial government to work with the disabled community and the private and public sectors to jointly develop standards to be achieved in 5 years or less leading to an accessible Ontario in 20 years.

On December 14, 2009 City Council adopted resolution 09-G-527 approving the 2010 Accessibility Plan authorizing the City Clerk's Office in consultation with the Accessibility Advisory Committee to monitor implementation of the Plan and report back to General Committee with the City's 2011 Accessibility Plan in December, 2010.

## **Section 3: City of Barrie Accessibility Advisory Committee Background Information**

### **3.1 Committee Membership**

On December 2, 2002 City Council adopted resolution 02-G-707 adopting the terms of reference for the City's Accessibility Advisory Committee.

The following members have been appointed by Council for a term ending November 30, 2014:

<b><u>Name</u></b>	<b><u>Membership</u></b>	<b><u>Term</u></b>
Councillor D. Shipley	Council Rep.	
Kim Demberline	Past Chair	November 30, 2014
Margaretta Papp-Belayneh	Citizen Rep.	November 30, 2014
Debbie Kerr	Citizen Rep.	November 30, 2014
Micheline Crocker	Citizen Rep.	November 30, 2014
Cheryl Caterer	Citizen Rep.	November 30, 2014
Colin Wilson	Citizen Rep.	November 30, 2014

Like all Ontario municipalities, the City of Barrie will prepare and implement a five year multi-year plan with annual updates on accessibility projects to meet compliance of the Accessibility for Ontarians with Disabilities Act (AODA). Additionally, the City of Barrie will develop and implement an annual Accessibility Plan per the Ontarians with Disabilities Act, 2001 (ODA), until such time as it is repealed.

## Message from the City of Barrie Accessibility Advisory Committee

*Mayor and Members of Council,*

The Accessibility Advisory Committee for the City of Barrie would like to take this opportunity in advance to convey its appreciation to Mayor Lehman, Council and City Staff for their support and assistance during 2013. We look forward to continue to assist Council in the implementation of the Strategic Priorities for 2011 – 2014.

It has been a very exciting and productive time for the Accessibility Advisory Committee. The City Council and Staff have been very proactive in implementing the standards of the Accessibility for Ontarians with Disability Act (AODA).

I am pleased to report that Mayor Lehman, Council and City of Barrie Staff have made great strides in making our community barrier free to all its residents and continue to be a glowing example of how Municipalities can work hand in hand with their Accessibility Advisory Committees. We have had the pleasure of working closely with Mayor Lehman, Council and City Staff in raising awareness regarding the need to maintain accessibility in the design of all public buildings and sidewalks and look forward to this continued collaboration.

The close collaboration with the city will ensure that the five (5) year Multi-year Accessibility Plan will be a stepping stone to the goal of making Barrie a society that all persons regardless of their ability, will live, play and contribute to our beautiful water front community.



Kim Demberline  
**Accessibility Advisory Committee Chair**



## **3.2 Terms of Reference**

### **1. Reporting Structure:**

In accordance with the City of Barrie's Procedural By-law, the Accessibility Advisory Committee is an advisory Committee authorized by City Council. The Committee has been established by City Council in accordance with these Terms of Reference. The Committee shall report to City Council through the Finance and Corporate Services Committee. Decisions of the Committee are not final until approved by City Council unless delegated authority is granted by Council.

### **2. Mandate**

The goal of the Accessibility Advisory Committee is to champion issues related to the provision of an accessible community on behalf of all of Barrie's citizens.

### **3. Objectives**

The objectives of the Accessibility Advisory Committee will be established by the Committee at the beginning of the term. The objectives for the 2010 to 2014 term are as follows:

- Advise City Council each year about the preparation, implementation and effectiveness of its accessibility plan as required by the Ontarians with Disabilities Act.
- Advise City Council on the accessibility for persons with disabilities to a building structure or premises, or part of a building, structure or premises that Council intends to purchase, construct, significantly renovate or lease.
- Advise City Council on the accessibility of new developments for which site plans are being reviewed by the municipality pursuant to section 41 of the Planning Act.
- Research and make recommendations to City Council concerning the identification, removal and prevention of barriers to persons with disabilities within the City of Barrie.
- Educate City Council and the general public of the responsibility, benefits and means of having a consumer-friendly community inclusive to age and ability.
- Promote the voluntary provision of inclusive access to buildings, services, communications and activities within the City of Barrie, and recognize those businesses and services that are consumer-friendly.

#### **4. Composition**

The Accessibility Advisory Committee shall be composed of one member of Council and 6 citizen representatives. Pursuant to the Ontarians with Disabilities Act a majority of the members of the committee shall include persons with disabilities.

All Committee members shall be selected by City Council. If a Committee member is unable to complete the term as set out in Section 5 below, a new Committee member will be selected by City Council.

#### **5. Term**

Council members shall be appointed for two years. Citizen members shall be appointed for a term that coincides with the term of Council, expiring on November 30 of the year in which a municipal election is held unless provided by a resolution of City Council.

A member may resign from the Committee at any time by advising of this intention in writing to the Chair of the Committee.

A Committee member may be re-appointed by City Council for an additional term(s).

#### **6. Frequency of Meetings**

Committee meetings shall generally be scheduled once per month or may be scheduled at the call of the chair.

All meetings shall be open to the public in accordance with the City of Barrie's Procedural By-law and the Municipal Act. A meeting of the Committee may only be closed to the public, if the subject matter being considered meets the criteria established in Section 239 of the Municipal Act. The following are currently included as subject matters in Section 239 that may be discussed during a closed meeting:

- a) The security of the property of the City;
- b) Personal matters about an identifiable individual, including City employees;
- c) A proposed or pending acquisition or disposal of land by the City;
- d) Labour relations or employee negotiations;

- e) Litigations or potential litigation, including matters before administrative tribunals affecting the City;
- f) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- g) A matter in respect of which the Committee or Council may hold a closed meeting under another Act.

## **7. Selection of the Chair and Vice-Chair**

The Chair and Vice-Chair (if necessary) shall be selected by the Committee at the first meeting.

## **8. Role of the Chair and Vice-Chair**

The Chair shall preside over the meetings of the Committee and assist the Committee in reaching consensus on fundamental policy issues of concern to the Committee.

The Vice-Chair shall assume the authority and perform all the duties of the Chair in the absence of the Chair.

## **9. Roles and Responsibilities of Members**

Committee Members shall:

- a) Attend and actively participate in all meetings;
- b) Work with other members to attempt to reach consensus on decisions before the Committee; and
- c) Adhere to these terms of reference, the City of Barrie's Procedural By-law, Purchasing By-law, the Council/Committee Code of Conduct and any other by-laws, policies or procedures that apply to Committee members.

## **10. Rules Governing the Proceedings of Committees**

The business of advisory committees shall be conducted in accordance with the City of Barrie's Procedural By-law.

## **11. Quorum**

In accordance with the City of Barrie's Procedural By-law a quorum shall be a majority of the Committee Members.

If the quorum for a Committee is not present within thirty (30) minutes of the time appointed for the meeting, the Committee Secretary shall record the names present and the meeting shall stand adjourned until the next scheduled meeting.

## **12. Voting**

In accordance with the City of Barrie's Procedural By-law, when an issue arises, the Committee will attempt to reach a consensus on how the Committee should resolve the issue.

A question before the Committee will be put to a vote and each Committee Member will be entitled to one vote.

A motion shall be deemed to be carried when a majority of the members present and voting have expressed agreement with the question. Consequently, on a tie vote, the motion is lost.

## **13. Resources**

### Primary Staff

The staff resource for the Committee is the Accessibility Co-ordinator.

A Committee Secretary is provided by the City Clerk's Office. The Committee Secretary works with the Committee to co-ordinate the proceedings of the Committee, including the taking of minutes, the distribution of minutes and agendas and the general administrative coordination of meetings.

### Advisory Staff

Staff shall provide advisory support to the Committee, including background information, resources and advice to Committee members to assist them in their role.

From time to time, the Committee may request the advice or participation (non-voting) of individuals or organizations/City Committees with a particular area of expertise. The Committee Secretary will coordinate, through consultation with the Chair, the request made by the Committee.

## **14. Application of the Code of Conduct**

The Committee shall, at all times follow the policies and procedures set out in the City of Barrie's Council/Committee Code of Conduct.

## **15. Budget**

The Committee is authorized to expend funds within its budget allocation approved by City Council, where such expenditure is in accordance with the City of Barrie's Purchasing By-law. The committee must authorize any expenditure through a majority vote and such approval of an expenditure and the name of the individual and/or company receiving payment shall be recorded in the minutes of the meeting.

The Committee at no time may exceed its annual budget without formal application to, and authorization by City Council. Neither the Committee nor any member thereof shall pledge the credit of the City in any matter whatsoever.

## **16. Other**

From time to time members of the Accessibility Advisory Committee may be requested to provide assistance or offer advice regarding city projects, park audits, facility audits, site plan reviews, transportation matters and education for community groups and events. Committee members must keep in mind that while the committee on which they serve has specific goals and objectives, the Committee's function is advisory in nature and the final decision on recommendations made by the Committee rests with City Council. Council's responsibility is to the broad public good and, as such, Council may take into account other matters beyond those considered by the Committee when making its final decision on the matter.

## **Section 4: Accessibility Achievements and Committee Highlights**

As part of its commitment to creating an exciting, caring and progressive community, the Accessibility Advisory Committee implements initiatives and goals to eliminate barriers to improve and maintain the City of Barrie as an Accessible Community. The following are highlights of some of the initiatives undertaken by the City during 2012, often with assistance or feedback from the Accessibility Advisory Committee, to make Barrie a more accessible community.

- In 2012, a former long-time member of the Accessibility Advisory Committee, Albert Stein, was awarded the Bob Kerr Accessibility Award.
- Inclusion Services supported an individual with identified needs complete the LIT program and then be placed as a volunteer in inclusion summer camps.
- Inclusion Services expanded the “our choice model” approach by offering an inclusion camp (with targeted content) for the youth age group, addressing a large gap in inclusive recreational programming for this age group across the province.
- Developed a fundraising initiative in order to provide financial assistance to 34 campers needing 1:1 support while attending summer camp.
- Increased inclusive recreation program environments.
- Painswick Library and Downtown Library Accessibility renovations were completed. Both facilities are accessible and initial accessibility audits are positive.
- Barrie Transit implemented new policy regarding Courtesy/Priority Seating, accompanied by an extensive public education and awareness campaign.
- The Accessibility Advisory Committee (AAC) made a presentation to Council on May 14<sup>th</sup> regarding accessibility to both bring awareness to the issues of accessibility and to celebrate the strides the City of Barrie has made.
- The Accessibility Advisory Committee hosted Howard Gerry, Universal Design and Architecture expert from the OCAD University, at the South Shore Centre on May 28<sup>th</sup> to celebrate and bring awareness to Accessibility Awareness Week with a presentation on Universal Design and Universal Access. Numerous professionals from the planning, construction, real-estate, engineering and architecture fields from Barrie and the Simcoe County area. The Accessibility Advisory Committee together with their Simcoe County Accessibility Network (SCAN) counterparts, are looking to build on the success of this presentation in 2014 by collaborating with other communities in and around Simcoe County, as well as with Georgian College, and local community organizations to facilitate a larger presentation on the topic of Accessibility and Universal Design. It is hoped

that by helping this information reach a wider audience, accessibility and universal design principles can become more readily integrated into the framework of our communities.

- The Accessibility Advisory Committee initiated an accessible parking awareness campaign in December 2012 to bring attention and awareness to the public while parking at City of Barrie Facilities, of the necessity of leaving accessible parking spaces available to those who need them.
- City of Barrie met compliance of all January 1, 2012 Integrated Accessibility Standard Regulations requirements and is working steadily to meet compliance of subsequent accessibility requirements by or in advance of compliance deadlines.

**Section 5: Staff Accessibility Implementation Group**

In 2012 City of Barrie department staff made themselves available to the Accessibility Advisory Committee, to: provide updates on department projects impacting accessibility, provide assistance in the development of future accessibility plans, and monitoring departmental barriers identified within the City's annual Accessibility Plans.

In addition to work that the Staff Accessibility Implementation Group will do at the department level to ensure improved accessibility and barrier removal, the continued commitment to and involvement with the Accessibility Advisory Committee by key department staff is expected to continue in 2013 and beyond.

The City's Staff Accessibility Implementation Group will meet quarterly in order to better integrate accessibility into all City departments.

## **Section 6: Priorities to Be Addressed 2013 – 2018**

With the Integrated Accessibility Standards Regulation (IASR), Ontario Regulation 191/11, being passed in 2011, the City of Barrie's main focus for accessibility planning will be on the implementation and maintenance of the requirements in the legislation.

The new legislation covers information and communication, employment and transportation requirements, as well as general accessibility requirements. Within the general requirements is reference to Accessibility Plans. Accessibility Plans are now to be reviewed at least once every five years and municipalities are to prepare annual status reports on the progress measures taken to implement the strategy referenced in the municipal Multi-year Accessibility Plan.

This is in addition to the annual accessibility plan that the municipality is required to complete per the Ontarian's with Disabilities Act (ODA), 2001. Together with the City's Accessibility Advisory Committee (AAC), staff will work to incorporate these plans in a manner that best reflects the City's accessibility goals and objectives under the AODA.

Below are the projects associated with the prevention and removal of barriers specifically to persons with disabilities that live, work, and travel in the City of Barrie. By removing barriers for persons with disabilities, we are removing barriers for everyone.

This five year plan presents the City's new approach to accessibility planning. The plan follows a new format by listing projects that are associated with each accessibility standard under the AODA.

This multi-year plan has been organized into the following sections:

Part I – General Requirements Under the IASR; Accessibility Plan, Procurement and Training

Part II – Accessible Customer Service

Part III – Accessible Information and Communications Standards

Part IV – Transportation Standards

Part V – Accessible Built Environment

Part VI – Design of Open Public Spaces Standards

Part VII – Internal Initiatives



<b>Project Title</b>	<b>Description</b>	<b>Timeframe for Compliance or Timeframe for Internal Initiative</b>	<b>Lead Department</b>
	<b>General Initiatives</b>		
<b>Multi-year Accessibility Plan</b>	An outline of the City's strategy to prevent and remove barriers and meet requirements under the Accessibility for Ontarians with Disabilities Act, (AODA) and our obligations under the Accessibility Standards. This will include an annual status report on the progress with the initiatives in the Plan.	Compliance by 2013	Human Resources
<b>Policy review and development of a statement of commitment to accessibility</b>	<p>Develop and maintain policies about how the City will achieve accessibility through meeting the requirements in the AODA, including the Integrated Accessibility Standards Regulation (IASR) and Accessible Customer Service Regulation.</p> <p>Policies related to procurement; alternate formats and communication support; recruitment; employee accommodation; workplace emergency response; disability management and return to work; performance management; career development and employee redeployment will be reviewed and revised as required.</p> <p>Develop a statement of commitment about meeting the accessibility needs of persons with disabilities in a timely manner in our policies.</p>	Compliance by 2013	Human Resources; Finance – Purchasing; Planning; and Engineering departments as applicable.
<b>Procurement process ensures the acquisition of accessible goods, services or facilities.</b>	Develop a process to incorporate accessibility criteria and features when procuring or acquiring goods, services, or facilities. This will include accessibility features when designing, procuring or acquiring self-service kiosks.	2Compliance by 013	Finance-Purchasing with support from Human Resources.
<b>Training in the IASR and Ontario Human Rights Code</b>	Develop, deliver and coordinate mandatory accessibility training applicable to all employees, and volunteers (i.e. face-to-face, e-learning, job-aids).	Compliance by 2014	Human Resources
<b>National Access Awareness Event</b>	Plan and implement an annual event to support National Access Awareness Week (last week of May/first week of June)	Internal Initiative 2013-2018	Human Resources with support from the AAC.
<b>International Day of Disabled Persons</b>	Plan and implement an event to support International Day of Disabled Persons	Internal Initiative	Human Resources with

<b>Event</b>	Event (December 4 <sup>th</sup> )	2013-2018	support from the AAC.
	<b>Accessible Customer Service Initiatives</b>		
<b>Accessible Customer Service Regulation</b>	Monitor and evaluate Accessible Customer Service Training for staff, volunteers and 3 <sup>rd</sup> party agencies, in order to continue to comply with the Accessible Customer Service Regulation, under the Accessibility for Ontarians with Disabilities Act (AODA).	Compliance of Accessible Customer Service Standard achieved in 2010  Maintenance of Standard is Ongoing	Human Resources
<b>Accessible Elections</b>	Elections manuals, technology and software will be reviewed and amended if necessary in preparation for the 2014 Municipal Election, and the 2018 Municipal Election.	Compliance of Accessible Customer Service Standard achieved in 2010  Maintenance of Standard is Ongoing	Clerk's Office
<b>Accessible Formats and Communication Supports</b>	Review relevant policies. Reinforce Accessible Customer Service Training. Develop guidelines for accessible public information materials (electronic and print materials).	Compliance by 2015	Human Resources; Communications Department; and IT Department.
<b>Accessible feedback processes</b>	Develop accessible on line feedback processes in addition to other methods.	Compliance by 2013	Human Resources; Communications Department; and IT Department.
<b>Emergency procedures and public safety information</b>	Ensure City's emergency plans or public safety information is available in an accessible format upon request.	Compliance by 2012	Human Resources
<b>Accessible Website</b>	Include accessibility in upgrades. Review online applications such as transit, recreation, intranet etc.	Compliance by 2021	IT Department
<b>Washroom facilities in parks.</b>	Information about the accessibility features at washroom park facilities to be posted on the City's website.	Internal Initiative 2013	Human Resources, Recreation Transit and Facilities, Communications Department.
	<b>Employment Initiatives</b>		
<b>Employee Accommodations:</b>	Revise policy and work processes for recruitment; workplace emergency	Compliance by 2014	Human Resources

<p><b>Recruitment Planning, screening and selection process provides accommodations.</b></p> <p><b>Accommodations are provided to employees.</b></p> <p><b>Return to work process with related applicable accommodations is in place.</b></p> <p><b>Performance management, career development and redeployment take into consideration the accessibility accommodation needs of employees with disabilities.</b></p> <p><b>Workplace emergency response information is provided in an accessible format or with other accommodations upon request.</b></p>	<p>response; employee accommodation; disability management and return to work; performance management; career development and employee redeployment.</p> <p>Develop targeted training for all Human Resources staff, and all senior employees impacted by the changes to policy and process as a result of the employment standards (i.e. hiring managers).</p> <p>Communicate employment policies and processes to all staff.</p>		
	<b>Transportation Initiatives</b>		
	<p><b>please see Transit Multi-year Accessibility Plan for the City of Barrie Conventional Transit and Specialized Transit Multi-year Accessibility Plan by visiting the City of Barrie website at: <a href="http://www.barrie.ca">www.barrie.ca</a></b></p>	<p>Compliance for Transportation Compliance requirements met: 2011-2017</p>	<p>Transit</p>
<p><b>Duties of Municipalities, Accessible Taxicabs</b></p>		<p>Compliance by 2013</p>	<p>Municipal Law Enforcement, Transit, Human Resources Department.</p>
<p><b>Duties of Municipalities, Taxicabs</b></p>		<p>Compliance by 2011</p>	<p>Municipal Law Enforcement, Human Resources Department.</p>
	<b>Accessible Built Environment Initiatives</b>		

<p><b>Development/ Redevelopment of COB Accessibility Design Guidelines</b></p>	<p>To implement accessibility design criteria for City facilities that would apply to capital projects and for private developments where applicable through the site plan process.</p> <p>City office space accommodations and renovations will be required to adhere to the design guidelines.</p> <p>Develop an accessibility program (through capital budget) to address accessibility issues in older COB buildings, streetscapes and public spaces.</p> <p>Review of development applications to address external access to the building on the basis of universal design principles.</p> <p>The provincial accessible built environment standard as incorporated into the Ontario Building Code will be monitored regarding implications for future city building projects and revisions on the COB Accessibility Design guidelines.</p>	<p>Internal Initiative to commence 2013 to 2016</p>	<p>Human Resources Department, Planning Department, Engineering Department, Building Department, Facilities Department.</p>
	<p><b>Design of Open Public Spaces Standards</b></p>		
	<p>Accessibility considerations per the Integrated Standard will be made in the design, refurbishment and maintenance of of all City of Barrie Open Public Spaces, with the intent to eliminate barriers where possible, while striving to not create new barriers. This applies to:</p> <ul style="list-style-type: none"> <li>• Recreational trails and beach access routes;</li> <li>• Outdoor public use eating areas</li> <li>• Outdoor play spaces</li> <li>• Exterior paths of travel</li> <li>• Parking</li> <li>• Obtaining service, i.e. counters</li> </ul>	<p>Compliance by 2016</p>	<p>HR, RFT, Engineering.</p>
<p><b>Sidewalks for Transit Routes</b></p>	<p>Installation of accessible sidewalks along accessible transit routes.</p>	<p>Compliance by 2016</p>	<p>Transit, Engineering, HR</p>
	<p><b>Internal Initiatives</b></p>		
<p><b>COB Affordable Housing Strategy and Action Plan</b></p>	<p>Work is underway on an affordable accessible housing strategy and action plan for the City of Barrie. In addition to a summary of housing needs and a vision and framework which will be received by council.</p>	<p>Internal Initiative – Ongoing collaboration</p>	<p>Planning</p>

The City of Barrie will continue to work towards creating a universally accessible community by systematically removing barriers to persons with disabilities. These

barriers include: physical, architectural, informational, attitudinal, technological, and barriers created by policies or practices.

Since the purpose of the AODA is to develop, implement and enforce accessibility standards with respect to goods, services, information and communication, facilities, accommodation, employment, buildings, structures and premises, the City of Barrie will continue our pursuit in the prevention and removal of barriers to persons with disabilities and strive to continue to deliver quality municipal programs and services to all our citizens.

## **Section 7: Conclusion and Next Steps**

This City of Barrie Multi-year Accessibility Plan provides an update on activities that have been and will be undertaken to improve the accessibility of all our programs, policies, services and facilities. The City of Barrie has strengthened its commitment to increased accessibility and will continue to improve and make strides to achieve its accessibility goals.

### **7.1 Get Involved**

The next five years will be an exciting time for improvements to the accessibility of the City of Barrie, where more and more improvements will be introduced and barriers to accessibility removed.

As we make these improvements, and seek the solutions to some of the problems that persons with disabilities living in or visiting Barrie continue to face, we want you to help us. We have already received some great feedback from the community to help us develop this document. Now, we want to hear from the community about its experiences and ideas for how we can further enhance the accessibility of City of Barrie programs, services and facilities beyond 2018.

Please contact our Accessibility Coordinator, Cheryl Dillon, by e-mailing her at: [cdillon@barrie.ca](mailto:cdillon@barrie.ca) or by calling: (705)739-4220 Ext. 5237.

### **7.2 For More Information**

For more information please visit the City of Barrie website at:  
<http://www.barrie.ca>