



City of
Peterborough

To: Members of the Accessibility Advisory Committee

From: Mark Buffone, Accessibility Compliance Coordinator

Meeting Date: September 8, 2021

Subject: Accessibility Staff Report, AAC21-019

Purpose

A report to advise the Accessibility Advisory Committee on the current work of Accessibility staff.

Recommendation

That the Accessibility Advisory Committee (AAC) approve the recommendation outlined in Report AAC21-019 dated September 8, 2021, of the Accessibility Compliance Coordinator as follows:

That Report AAC21-019 with respect to the current work of Accessibility staff be received for information.

Budget and Financial Implications

There are no budgetary or financial implications associated with the recommendation.

Background

AODA Compliance

As a public sector organization, the City of Peterborough is required to file an accessibility compliance report every two years to confirm the organization meets current accessibility requirements under the AODA. The deadline to file the next accessibility compliance report to the Government of Ontario is December 31, 2021.

Accessibility Reviews

The best way to remove barriers is to prevent them. Accessibility staff provide formal reviews for various development applications and during the planning and design stages of City projects, including projects related to buildings, public spaces, services, documents, websites, by-laws, plans and policies. Reviews and research completed in June, July and August 2021 include:

1. Official Plan and Zoning By-law Amendment applications

- 1139 Water Street (1st submission): 6-storey, 52 residential unit development.
- 200 St. Lukes Avenue (2nd submission): add 10 apartment units, modify parking.

2. Site Plan Control applications

- 3 Consumers Place (2nd submission): 2 storey rental equipment facility.
- 159 Aylmer Street North (2nd submission): clinic and residential unit.
- 145 Langton Street (1st submission): 4 storey, 192 bed long term care facility.
- 34 Hunter Street West (1st submission): Quaker Oats train shed reconstruction.
- 697 The Kingsway (1st submission): adult massage parlour.
- 211, 2077 Ashburnham Drive (1st submission): new Canadian Canoe Museum.

3. Infrastructure

- Crawford Drive Metrolinx transit stop and parking lot: review accessible parking, walkway connection, transit stop layout.
- Heritage Park development: review walkways, rest areas, picnic table area, playground connection, and various details for accessibility.
- Beavermead Campground gate house: review various site layout, walkway, building and signage details for accessibility.

4. Websites and documents

Accessibility staff support various City departments every week to remediate PDFs or provide content on the website. The following list represents a sampling of projects, research and education activities:

- PKED email signature layout and content: advise on accessible email content.
- Early learning parent satisfaction and educator survey report: accessible PDFs.
- Canada Day scavenger hunt: accessible information for grab bags and website.
- Zoning and Parking By-laws: initiate a strategy to make the by-laws accessible and easy to maintain when by-law updates are approved.
- Fire Fighter recruitment guide: advise on options to make information accessible.
- Engineering unit price contract, standard specs: accessible MS Word templates.
- Children's Services sporadic calendar, informal child care time sheet, and monthly statement of business income and expenses: accessible PDF forms
- Filming Guide: accessible PDF.
- Planning application fee calculator: advise on options for accessible information.

- Guidelines for Provincial Wage Enhancement Grant for Licensed Child Care & Home Child Care Agencies: accessible PDF.
- Draft Official Plan: accessible PDF.
- Heritage Hunt: accessible PDF form.
- Television Road Bridge EA Study: accessible PDFs for public information centre.
- Integrity Commissioner report on compliant: accessible PDF.
- Housing options for seniors: review draft content on the Community Connection 211 website and advise on web accessibility.
- Summit on Aging save the date flyer: accessible PDF.

5. Bylaws, plans and policies

No activity to report.

6. Procurement

Accessibility staff provide ongoing reviews of bid solicitation documents to ensure accessibility is incorporated into every major purchase the City makes. Every project requires the organization we do business with to complete accessibility training as it applies to their scope of work. The following list represents a sampling of projects that incorporated accessibility beyond the training requirements:

- Road patrol software: accessible documents and staff training sessions.
- Waste management masterplan: accessible documents, public consultation and detail on a waste management assistance program.
- Amanda portal (planning and application development portal): accessible website, documents, staff training sessions.
- Peterborough home energy efficiency program: accessible websites, documents, meetings, presentations, public engagement.
- Heritage conservation district study: accessible website, documents, meetings presentations and public engagement. The consultant will include an analysis of current best practice, and make specific policy recommendations, as to how the City should address and embrace current legislation and standards related to accessibility for people with disabilities, while maintaining the spirit, goals and objectives of a heritage conservation district.

7. Partnerships

- Metrolinx, Crawford Drive Go transit stop: relocation of transit stop and new walkway to connect the accessible parking spaces.
- Holland Bloorview Kids Rehabilitation Hospital: speaker at a career mentor session with a summer youth group, ages 14 to 20.
- Peterborough Musicfest: advise on use of colour and contrast in poster ads.
- Hootsuite social media platform: submitted feedback to vendor to recommend the social media management tool is updated to allow descriptive text for links.

Council for Persons with Disabilities (CPD)

The Communication Coordinator attended the combined CPD board meeting and annual general meeting held on Friday, June 25, 2021. Three new board members were voted in. At that time, some programs, including TiMS (Time in My Shoes) and the Transit Ride With Me program, were on hold during the provincewide shutdown and phased reopening. The CPD partnered with Junior Achievement to run a youth financial literacy camp during the summer.

Accessibility Training

Staff knowledge of accessible documents and PDF remediation continues to grow monthly. There are currently 71 staff on a priority training list and 29/71 staff completed intermediate level training. Staff are exploring options to make PDF maps and technical drawings screen reader friendly and exploring options to use PDF remediation consultants where practical.

Accessible Document Clerks

The City hired four university students to remediate PDFs for 8 weeks, from May to July 2021. The Accessible Document Clerks remediated just over 1200 PDFs on the City's websites. The four positions were partially financially supported by the Canada Summer Jobs funding program.

Legislation

The Government of Canada enacted the Accessible Canada Act in 2019. The Act established an organization called Accessibility Standards Canada in 2020, who recently tabled their [2020 to 2021 Annual Report](#) to Parliament.

The Government of Ontario is working on developing Health Care and Kindergarten to Grade 12 Education (K-12) standards. The initial recommendation reports from the standards development committees have been posted online for public comment.

Review the [initial recommendations for development of Health Care accessibility standards in Ontario](#) and submit your feedback to help make health care in hospitals more accessible for people with disabilities. Public consultation closes on September 13, 2021.

Review the [initial recommendations for development of Kindergarten to Grade 12 \(K-12\) education accessibility standards in Ontario](#) and submit your feedback to help make K-12 education more accessible for students with disabilities. Public consultation closes on September 30, 2021.

Submitted by,

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